

Job Opening: Canadian Longitudinal Study on Aging Data Curation Centre

Assistant – Data Curation Centre

The general role of the assistant is to provide support to the National Data Curation team for the Canadian Longitudinal Study on Aging (CLSA). The CLSA is a national study of aging that has recruited and collected data on 51,000 people across Canada aged 45- 85 at recruitment (2011-2015). The candidate will work closely with the staff at the CLSA Data Curation Centre (DCC), located at the Research Institute of the McGill University Health Centre, under the supervision of the CLSA National Data Curator. Dr. Christina Wolfson is the Director of the CLSA Data Curation Centre.

MAJOR DUTIES AND RESPONSIBILITIES:

1. Support the preparation of the CLSA data for release to researchers.
2. Script code for data preparation using JavaScript.
3. Develop and design reports using R.
4. Aid in the planning and implementation of the release of CLSA data to researchers.
5. Support the Data Curation Centre staff in preparing descriptive statistics, tables and graphs.
6. Document processes and data preparation decisions for internal use and aid in the creation of outward facing researcher documentation.

JOB REQUIREMENTS:

- Strong organizational skills, detail oriented and able to work as part of team or independently as needed
- Ability to manage time with a positive and flexible attitude
- Ability to manipulate large data using code
- Proficient in the use of MS Excel
- Intermediate skill using JavaScript code is required (Beginner skills could be considered)
- Programming knowledge using R would be an asset
- Bilingualism (French/English) would be an asset

EDUCATION AND EXPERIENCE:

Education: CEGEP or BSc. Field/Discipline: Mathematics, Statistics or other fields of quantitative sciences.

Experience: Previous experience in data curation and/or management of large databases would be an asset.

TO APPLY: Please send an up to date CV and names and coordinates of two referees to Dr. Christina Wolfson Director of the CLSA Data Curation Centre at Christina.wolfson@mcgill.ca.