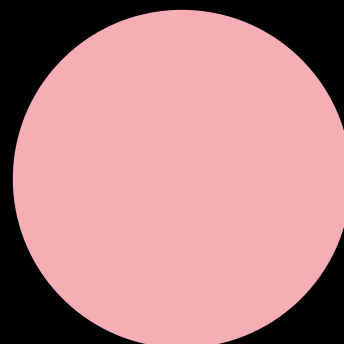
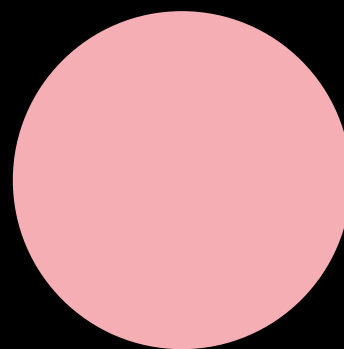


April 2024

Savanta UK

**Role Specification:
Consultant,
Business Team
(Transport/Rail
Research focus)**



Classified: Private

Location: UK

Business Area: Research, Insight & Consulting

Reports to: Associate Director

The Role

Consultant | Research, Insight & Consulting | Business Team

This position sits within the UK RIC team, specifically the Business team, and has an emphasis on **managing face-to-face quantitative research** projects for the rail industry in the UK.

Within Savanta, the Business team conducts research for clients in a variety of sectors including transport, energy and utilities, technology and telecommunications, and professional services & the built environment. This includes Business-to-Business (B2B) research and some consumer research as well. Our work typically focuses on understanding hard-to-reach audiences (such as business decision makers or industry stakeholders) and delivers strategic recommendations and actions to clients. We work with a wide range of clients, including leading global technology brands, transport operators and passengers, and industry regulators and Government departments.

As a Consultant, you will play a hands-on role in the delivery of high-quality research projects, applying your knowledge, expertise and analytical skills to support clients in better decision-making. You'll work across multiple projects simultaneously. On larger projects you will report to project leads. On smaller projects you may lead the day-to-day on the project with limited oversight, and a remit to develop your role such that you become the 'go to' person for the client on the account.

The majority of work is expected to be focused on the Business Team, although cross-team working will occur at the direction of the resourcing function. The role is a mixed methodology researcher (quantitative and qualitative), with an emphasis on managing face-to-face quantitative research conducted around the UK.

Client Account Management & Delivering Projects

- *Overall:* Takes the lead on the project management of smaller projects; Contributes to kick-off meetings/workshops; Supports other team members in the successful delivery of projects and smooth running of client accounts
- *Project Management:* Liaises with clients on day-to-day project management and resolution of issues; Responds to client requests; Manages internal ops team and external suppliers, monitoring quality and cost. Signs off scripts
- *Fieldwork:* Leads on drafting of discussion guides and questionnaire design; Manages face-to-face quantitative research, conducts in-depth interviews and online (or face-to-face) groups/communities
- *Analysis:* Attends and contributes towards internal analysis sessions; Summarises findings and translates into draft presentation decks
- *Reporting and Delivery:* Attends debriefs and presents parts of results presentations to clients

New Business & Commercial

- Demonstrates awareness / understanding of business / commercial thinking
- Joins new business meetings and calls
- Contributes in proposal brainstorming meetings
- Reviews supplier/ third party costs, and drafts Project Costings
- Monitors project costs and raises issues where costs (time/ direct) exceed budget

People & Team

- Has career management responsibility for junior members of staff, and ensures they have appropriate objectives (dependent upon such opportunities being available)
- Supervises the work of more junior members of staff on specific projects

- Meets company expectations and displays company values

Personal Development/ Profile at Savanta

- Has solid knowledge of research methodologies
- Is familiar with the key clients of the vertical/ practice area
- Is an active member of the team and engages in presentations/ discussions in knowledge sharing meetings (examples could include team meetings, project reviews)
- Raises the profile of the company through posting/ sharing content on LinkedIn, social media, etc.

About You

A Consultant is a team member who carries out the day to day work of the business and who is beginning to lead and develop client relationships.

Consultants have a strong working competency of the software systems, and research and insight techniques, especially face-to-face techniques. They are expected to share knowledge around the team and to self-organise with their peers, whilst developing their own skills in new directions.

Strong consultants successfully balance many competing demands on their time, completing work to a high standard whilst beginning to develop an external presence with clients and prospects.