



## JOB ANNOUNCEMENT

### **Labor Analytics Specialist Position (Chicago)**

Schedule: Full Time/Regular

Experience: 3+ years

#### Background

Hickey & Associates is an exciting, growing real estate corporate service strategy firm headquartered in Minneapolis, MN with offices in key global markets, including Chicago, New York City, Washington D.C., London, Singapore, Hong Kong, Shanghai, Sydney, and São Paulo, along with additional support offices across the United States. The firm is seeking an individual who possesses high energy, good communication and interpersonal skills, along with a strong attention to detail.

#### Position Description

Labor Analytics Specialist position to be a key member of the firm's location analytics practice, focusing primarily on workforce analytics. The position will discover, manage and analyze data from a variety of different sources and disciplines, including primary research, when required.

#### Qualifications

- Minimum 2-4 years of experience in urban planning, economic development, investment promotion, commercial real estate and/or government relations.
- Bachelor's Degree in Finance, Accounting, Urban Planning, Political Science and/or Business preferred.
- Strong knowledge of Microsoft Excel, Word and PowerPoint required.
- Direct experience in workforce analytics in an economic development, corporate, and/or academic setting.
- Candidate must be legal to work in the United States.

#### Knowledge and Skills Requirements

- Strong organizational, analytical, attention to detail, prioritization and communication skills.
- Excellent written, verbal, oral and presentation skills.
- Ability to work independently and within a Team.
- Strong client service focus.
- Functional knowledge of a professional services environment.
- Solid value and ethical approach with the capacity to handle proprietary and confidential information.
- Aptitude to learn unfamiliar concepts and topics quickly.
- Existing experience with Tableau, SAS, SPSS, R, ArcGIS, ESRI Business Analyst, Python, Common ETL toolsets, and similar tools considered a strong plus.
- Capable of providing solutions to multiple projects at any given time.
- Efficiently learn and use internal/external software applications.

#### Salary

Negotiable and commensurate with experience and education.

#### Work Environment

Ability to thrive in an office setting, as well as, succeed in a virtual environment. Must be willing to commit to a minimum of two years.

#### **Interested?**

To apply, please email a cover letter and resume to [jobs@hickeyandassociates.com](mailto:jobs@hickeyandassociates.com).

No walk-in visits or calls, please.

**Hickey & Associates, LLC is an Equal Opportunity Employer**