Research Associate

The Opportunity

Established in 2003, Coleman Research Group, Inc. (CRG) manages the primary research and due diligence needs of institutional investors and large consulting firms across all industries globally.

CRG connects analysts at the world’s leading asset managers, mutual funds, hedge funds, private equity firms, and management consultancies with members of our Executive Forum network of industry experts through telephone consultations, in-person meetings, and roundtable discussions.

- **Proven Growth**: CRG named Inc. 500/5000 Fastest Growing Company in 2010 & 2011
- **Global Presence**: 140+ employees in 5 offices worldwide in New York, Raleigh, London, Hong Kong, and Beijing
- **High Profile Clients**: 200+ client institutions and 3,000+ individual users worldwide including 10 of the top 20 largest investment advisors, mutual funds, hedge funds, and private equity firms

We are currently seeking entry-level applicants to join our research team based in **Raleigh, NC**.

Research Associates identify and recruit the most relevant experts for our clients' research projects. They are responsible for qualifying and assessing an expert's fit for a project to ensure that we make the right expert match. Researchers specialize in an industry and are expected to monitor industry news, identify market trends, and establish valuable professional relationships with senior-level industry professionals. This is a great opportunity to get an introduction to the financial services industry.

**Responsibilities:**

- Conduct industry research to identify and recruit experts who match the needs of a client's request
- Contact professionals by way of cold-calling, email correspondence, industry and networking referrals, professional associations and other relationships
- Communicate the value of joining the CRG Executive Forum to industry professionals
- Work closely with Research Managers, Project Managers and Account Managers to ensure projects are prioritized and fulfilled in a timely manner

**Requirements:**

- Bachelor’s degree required
- Foreign language skills are a plus, but not required (Spanish, French, German, Portuguese, Italian, Arabic, Russian, Chinese, Turkish)
- Exceptional verbal and written communication skills
- Excellent organizational and time-management skills
- Ability to work in a team atmosphere, but also manage projects independently
- Leadership qualities, positive energy, and the ability to adapt to change in a fast-paced environment

Interested candidates should send a cover letter and CV to mpatterson@colemanrg.com.

**An Equal Opportunity Employer**

CRG employees are required to sign the Company’s standard non-compete agreement as a condition of accepting employment.