

engaging

Our People. Our Community. The World.

At Queen's University, the pursuit of excellence is driven by a passion to make the world a better place. We educate our students to prepare them to be citizens and leaders of today's truly global society.

Located in the historic City of Kingston, midpoint between Montreal and Toronto, and a pleasant drive from the nation's capital, Queen's fosters an environment of academic learning and discovery with excellent career opportunities for personal growth and professional development.

Research Analyst

Advancement Services

This is an ideal opportunity to apply your background in a network/Windows-based environment, and in dealing with bibliographical/reference materials, online databases and the Internet. You will identify potential volunteers and major gift donors in order to conduct related detailed research, and provide an analysis of your findings. Your degree, preferably in Arts, is combined with training and experience in applying research methodologies and performing effective report-writing. You are a creative thinker with initiative and an eye for detail, who thrives in a deadline-oriented environment, and is both customer- and service-oriented. The ability to analyze and synthesise large amounts of information is essential, while knowledge of word-processing and spreadsheet software is assumed. Experience working in a fundraising environment is preferred. The hiring salary for this continuing appointment is \$41,061. For additional details on this continuing appointment, please visit our Human Resources website at www.hr.queensu.ca.

Candidates should submit a letter of application and a resume, by **Friday, July 24, 2009**, quoting **competition #2009-092**, to: **Employment Co-ordinator, Department of Human Resources, Queen's University, Kingston, ON K7L 3N6. Fax: 613-533-6377. E-mail: working@queensu.ca.** The University thanks all who express an interest in this position and advises that only those selected for interviews will be contacted.

The University invites applications from all qualified individuals. Queen's is committed to employment equity and diversity in the workplace and welcomes applications from women, visible minorities, Aboriginal people, persons with disabilities, and persons of any sexual orientation or gender identity.

www.hr.queensu.ca