

SENIOR RESEARCH ANALYST Call Out DEADLINE: October 26, 2026

October 16, 2026

Job creation for our Lebanon: A new vacancy

The Senior Analyst Research is a studious, curious, meticulous, and organized individual with minimum of 3-6 years in collecting, studying, and analyzing data through scientific fieldwork, expert round tables, and literature review. With the objective of building valuable information power, this individual would help design, administer, and deliver research to a sophisticated audience of regional and national business and impact leaders, global academia, as well as a broader public of interested citizens. This thoughtful team member deeply cares about ethical data and data integrity and is focused with a strong sense of time and stress management, and a strong appreciation and ability to deliver with excellence. Importantly, this team member has had experience in conducting and delivering research, increasingly with leadership exposure. This individual is very keen to build a long-term career in scientific and high-integrity research. She / he will be working on a variety of projects and missions run by the Zovighian Partnership.

Working hours are generally on Mondays-Fridays from 9:00-18:00 when in Lebanon, with the flexibility to travel on a semi-frequent basis to the Kingdom of Saudi Arabia.

Key responsibilities

- Assist in preparing research frameworks and methodological definitions, draft research tools, and contribute to study design.
- Plan and execute structured literature searches, develops search strings and database lists, apply inclusion and exclusion criteria, lead structured literature reviews, maintain an annotated bibliography, appraise study quality, synthesize findings into matrices and narrative summaries, and ensure citation integrity.
- Manage project logistics, including scheduling and coordination
- Conduct desk and background research and fieldwork, lead data collection, and ensure data integrity.
- Follow data quality and ethical protocols, ensuring quality and compliance across project components.
- Conduct descriptive statistics and thematic summaries, and perform intermediate data analysis, including regression, correlations and coding.

The Zovighian Partnership (ZP) is a family business enabling public and private philanthropy and impact through community-led research, strategy and policy innovation, and governance.

- Draft research deliverables, sections of final output, background sections for internal reports, briefs, memos, and internal reports.
- Contribute to data preparation and supports in formatting and referencing. Co-author academic papers in collaboration with senior staff.
- Participate in stakeholder meetings, document discussions, communicate research needs, and align activities with stakeholder priorities.
- Identify and flag project challenges to senior team members, troubleshoot operational or methodological challenges as needed.
- Learn and apply tools shared by the team. Integrate new research tools and methodologies into project work.
- Work collaboratively, supports team tasks, coordinates with cross-functional team members, and shares project updates.
- Mentor junior analysts and supports their skill development.
- Support data preparation and background research, and contributes analytical content to proposals and bids.
- Apply research ethics procedures, support ethics review documentation, and lead community engagement activities within projects components to ensure respectful, safe participation.

Key skills

- Experience in conducting structured literature reviews and desk research.
- Experience in conducting fieldwork and managing data collection activities.
- Experience in content development, including writing formal papers and briefs for academic and / or practitioner audiences.
- Proactive, independent and dependable
- Proven organizational capabilities
- Warm personality conducive to strong rapport-building
- Passionate about a wide spectrum of philanthropic and social issues in the Middle East
- Proven strong fluency in English in speaking, reading and writing
- Proven strong fluency in Arabic in speaking, reading and writing

Key obligations

- Conduct all activities with strong work ethic, trustworthiness and deep integrity
- Conduct all work-related activities in a confidential, proprietary and time sensitive manner
- Be a committed team player with high energy and strong compassion
- Adhere to strict governance rules
- Be deeply culturally & socially sensitive & alert in all client and team contexts

Eligibility

Masters degree graduates with academic excellence (of honors / distinction and above only) in a rigorous, analytical social sciences discipline (e.g., political sciences, international affairs, Middle East

studies, sociology, development-oriented economics, English literature, history, or media or other related / applicable majors) with 3-6 years work experience in research and fieldwork.

Application requirements

Please note that applicants who do not submit the below requirements will not be considered in the recruiting process.

- CV with clear mention of GPA
- Cover letter customized to the role
- Portfolio that showcases excellence in writing, communications, and presentation-making. All forms of multimedia are welcome

To apply

Email us at impact@zovighianpartnership.com your application (please note the application requirements)

About the Zovighian Partnership

Established in 2013 by father and daughter, the Zovighian Partnership (ZP) is a family-owned evidence-building firm working in Saudi Arabia and Southwest Asia. Our research fosters trusted, co-equal partnerships between communities and decisionmakers in public impact, private philanthropy, and social investing.

Research ethics and accountability

We believe that high-quality evidence carries ethical responsibilities and long-term stewardship obligations toward communities, institutions, and society. At ZP, we approach evidence-building through ethical and participatory methodologies that prioritize contextual integrity, methodological rigor, responsible interpretation, and accountable representation of lived experiences and realities.

We view high-quality data and evidence as both a strategic and moral responsibility. This includes strong commitments to data governance, privacy, security, and responsible research practices that protect trust, dignity, and contextual sensitivity across all stages of evidence production, interpretation, and application.

Our team

We are a multidisciplinary team of researchers, data visualizers, strategists, and crisis managers guided by the belief that when we lead with high-quality data, long-term solutions become more achievable and sustainable. Fluent in Arabic, English, French, and German, we approach complex challenges and opportunities through ethical and participatory methodologies, rigorous inquiry, and trust-building.