



## **The Competition and Consumer Protection Commission (CCPC).**

### **Candidate Information Booklet**

**Job Title:** Senior Research Analyst  
**Grade:** Higher Executive Officer (HEO)  
**Closing date:** 12 noon, Monday, 15 July 2024



## The Competition and Consumer Protection Commission (CCPC):

The Competition and Consumer Protection Commission (“CCPC”) is the statutory body responsible for enforcing competition and consumer protection law in Ireland. The CCPC’s broad mandate, covering all sectors of the economy, gives it a vital role in ensuring that markets work better for consumers.

We are governed by an Executive Chairperson and three Commission Members (“the Commission”). The Commission is responsible for the strategic and operational management of the organisation to deliver on our mission and meet our regulatory objectives.

Each Division of the CCPC is overseen by a Member of the Commission, led by a Divisional Director and managed by a senior management team from within the Division. We are staffed with people from a wide range of technical backgrounds, including economists, lawyers, digital forensic specialists, investigators, communications professionals and more.

You can read our [strategy statement](#) which outlines the vision, mission, values and goals of the CCPC. Further information on the work of the CCPC to be found at [www.ccpc.ie](http://www.ccpc.ie).

### General Information:

<b>Job Title:</b>	Senior Research Analyst
<b>Grade:</b>	Higher Executive Officer (HEO)
<b>Starting Salary:</b>	* <del>€56,556</del> *Point of entry on this salary scale may differ from the minimum point of the scale if the successful candidate is a current public or civil servant.
<b>Employing Authority:</b>	Competition and Consumer Protection Commission (CCPC)
<b>Office Location:</b>	Bloom House, Railway Street, Dublin 1, D01 C576
<b>Working Hours:</b>	35 hours per week
<b>Hybrid / Agile / Remote Working:</b>	You will be required to attend the office at least 40% of your time and can avail of remote working up to 60% of your time, this is subject to business requirements.  The CCPC generally operates on a fully remote basis during the month of August and fully remote over the Christmas period. This arrangement is subject to business requirements.
<b>Closing Date:</b>	12.00 pm, Monday, 15 July 2024
<b>Annual Leave:</b>	29 days
<b>Tenure:</b>	Wholetime, Permanent

## Equal Opportunities

The CCPC is an equal opportunities employer. We are committed to championing an inclusive and diverse workforce that reflects modern Ireland and the people we serve. We strive to create a culture where everyone has equal access to opportunity and feels comfortable and confident to be themselves at work. Reasonable Accommodations will be provided, if required, during this process. To discuss and request reasonable accommodations in confidence please contact [ccpccareers@cpl.ie](mailto:ccpccareers@cpl.ie)

## Division Overview

The Policy, Research and International (PRI) Division was established in 2020 to significantly increase the CCPC's ability to proactively engage on policy development with internal and external stakeholders; and to increase its research capabilities to analyse markets, providing a strong evidence-based voice for consumers in Ireland. The PRI Division delivers on the CCPC's statutory functions to conduct research and make recommendations to policy makers on areas of consumer protection and competition. It also coordinates the CCPC's international engagement. PRI recently expanded and is now made up of four units:

- Market Insights Unit leads on market analytics and behavioural research functions
- Economic Research Unit leads on in-depth studies, including market studies
- Policy Unit leads the CCPC's engagement with public policy formation, and
- International Unit coordinates the CCPC's engagement with international stakeholders

This is an exciting time to join a growing multi-disciplinary division in the CCPC, as it evolves and takes on new responsibilities as part of our expanding legislative remit.

## The Role

The PRI Division is seeking to recruit a Senior Research Analyst. The successful candidates will work in the Market Insights Unit (MIU) which has responsibility for delivering shorter term research projects. This unit is currently working on projects relating to: (i) transparency in the home purchase process and (ii) school costs. This unit also manages the research requests from other divisions within the CCPC through the 'Research as a Service' process.

In addition to the CCPC's responsibilities in relation to competition and consumer protection, we have a remit to provide financial education to consumers. The successful candidate will lead on the delivery of relevant research projects to support this work.

As a Senior Research Analyst, you will manage research projects, undertaking impactful work on varied and interesting topics. You will work with the project manager to conduct quantitative and qualitative analysis to inform evidence-based findings and recommendations which aim to protect the welfare of consumers, and promote competition across a variety of sectors of the economy. In previous years the research team has produced reports relating to areas such as social media influencers, consumer detriment, financial education, grocery sector and the retail motor fuel market.

## **The Successful Candidate:**

The successful candidate will be a key member of the MIU, managing the delivery of financial education research projects, in addition to a variety of wider projects in collaboration with the Research Team. The successful candidate must be comfortable using quantitative and qualitative research tools to ensure that research is conducted robustly and informs evidence-based findings and recommendations. The successful candidate will also demonstrate an ability to understand complex areas relatively quickly, including competition and consumer protection law and policy along with emerging issues and challenges.

In addition to the immediate appointment from this campaign, an order of merit may be established. This may be used to fill any future vacancies at the same level within this or other Divisions of the CCPC where roles have similar responsibilities and/or similar skills are required.

## **Key Responsibilities:**

- Manage delivery of assigned topics in the CCPC's Research Functions workplan.
- Lead on research projects focusing on the CCPC's financial education remit.
- Gather data and conduct analysis, to support findings and recommendations.
- Research, analyse and develop evidence-based CCPC positions on competition and consumer protection issues.
- Proactively monitor the external environment to identify research opportunities for the CCPC to influence policy or legislative development and respond to issues of concern.
- Engage with national and international stakeholders such as academics, policy experts, sectoral regulators, Government Departments and institutions.
- Support other CCPC Divisions in using research where necessary.
- Represent the CCPC at national/international events and conferences if required.
- Assist with managing administrative tasks for the unit such as reporting functions, preparation of reports for publication, and relevant engagement with Communications Division on publication activities.
- Carry out any other additional tasks, including cross-divisional teamwork, that may be assigned to deliver the business objectives of the PRI Division and the CCPC.

### **Essential:**

- Relevant degree or equivalent in economics, statistics, social science or other relevant discipline  
OR  
comparable professional experience (3 years in a relevant role);  
AND
- Experience in survey design, statistical research and report writing including demonstrable proficiency with at least one data analytics software package;
- Strong team-working skills;
- Ability to research, collate, analyse and use information from a range of sources in a clear, balanced and concise manner;
- Ability to work on multiple projects, adapting to changing circumstances and meeting fixed reporting deadlines;
- Excellent communications skills, both written and verbal.

### **Desirable:**

- Relevant experience and/or knowledge of Irish and/or European legislation and policies, preferably those that concern competition, markets or economic regulation;
- Knowledge of consumer and/or competition related legislative environment, issues and challenges;
- Experience in the area of financial education;
- Knowledge of data visualisation tools and techniques;
- Ability to engage with internal and external stakeholders.

### **Application Process:**

To apply for this role using the link on the CCPC [careers page](#), please submit an up-to-date CV and a one-page cover letter addressing the following point in no more than 500 words total:

- 1. Please include an example of a time you had to research a topic/issue and produce a report with recommendations (include detail on any qualitative and quantitative tools and/or data analytics software packages used).*

Applicants should note that canvassing will result in your exclusion from the process.

### **Shortlisting:**

Shortlisting of candidates will be based on the information provided in their application. In order to satisfy the shortlisting panel, you need to clearly highlight within your application how your skills and experience meet the essential criteria. If this is not clearly displayed, it may prevent your application progressing to the shortlisting stage.

### **Interview Process:**

There will be one interview for this role that will likely take place in late July. During the first-round interview, the CCPC will conduct competency style interviews based on the Higher Executive Officer [competencies](#) below:

- 1) Leadership
- 2) Analysis and Decision Making
- 3) Management and Delivery of Results
- 4) Interpersonal and Communication Skills
- 5) Drive and Commitment
- 6) Specialist Knowledge

Full details of these competencies can be found on the [CCPC careers page](#)

To find out more about what it is like to work in the CCPC, FAQ's, terms and conditions and the benefits on offer, please visit our [CCPC careers page](#)