



International Education Analyst Fluent in any Eastern European Language

Are you:

- A holder of a bachelor's degree or higher? (UK degree preferred, but not essential)
- A strong researcher and analytical thinker with a strong eye for detail and an appetite for problem solving?
- A confident communicator and presenter?
- Highly computer literate with experience using Excel, Word and PowerPoint?
- Fluent in English and an Eastern European language?

Would you like to:

- Forge a career in a dynamic, progressive organisation by undertaking leading research into global education systems and qualifications?
- Develop specialist knowledge of the UK and international education systems?
- Work within an excellent team, and wider organisation that has a passion for people and education around the world?
- Contribute positively to education quality standards and international student and professional mobility around the world?

...then we would like to hear from you!

Who we are and what we do

Ecctis Limited is the UK national agency for information and expert advice on international qualifications and skills. We help make sense of international qualifications and support a range of clients including individuals, universities, and colleges, awarding bodies and government ministries. The work is varied and the atmosphere is enthusiastic, collegiate, and supportive. There are opportunities to develop specialisms and to lead research and training for countries and regions.

Ecctis Ltd is committed to fostering a culture of inclusivity and connectedness. The core of our work involves working internationally with individuals all over the globe with different backgrounds. In recruiting for our organisation, Ecctis Ltd is an Equal Opportunities Employer, and welcomes the unique contributions you can bring; therefore we specifically welcome applicants of all backgrounds, regardless of race (including colour, nationality, and ethnic or national origin), sex or gender, gender reassignment, sexual orientation, religion or belief, age, marriage or civil partnership, pregnancy and maternity, or disability.

The role

International Education Analysts represent Ecctis' core pool of overseas education specialists. You would primarily be responsible for:

- **Conducting research and analysis into international education systems, qualifications and grades**
 - Investigating and researching qualifications worldwide, national education systems, and new developments
 - Updating our core databases and publications to ensure they remain relevant and responsive to the needs of our members
 - Producing reliable datasets and engaging publications and reports for a range of clients
 - Responding to enquiries from our service teams on international qualifications, providing advice and guidance on their comparability
- **Stakeholder engagement**



- Building and maintaining a network of contacts in order to obtain up-to-date information, support overseas educational developments and cement Ecctis' position as the global leader in skills assessment.
- Developing and delivering webinars and training on international education systems and qualifications.

Ecctis Limited offers excellent opportunities for promotion and career development. There are opportunities to develop specialisms, to lead projects and to develop and provide external training.

Office Location: Cheltenham, Gloucestershire, UK

Working Hours: Monday to Friday, 08:30/09:00am to 17:00/17:30pm with an unpaid, 1-hour lunch break.

Salary: £24,000, rising to £24,500 after probation

Benefits: 25 days annual leave plus bank holidays
Company Pension scheme (the Company will match employee contributions up to a maximum of 6% of basic salary in the first year. Then the scheme becomes non-contributory with employer contributions of 10% leading to 20% based on years' service)
Life assurance of 3 x basic salary for members of the pension scheme
Bupa Private Health Care Scheme with employee contribution
Employee Assistance Programme
Employee Ownership Trust:

- As an Employee Ownership Trust, we do things a little differently from some other organisations. Every one of our employees has a voice and our people are highly motivated and committed. Our structure allows for our combined success as an organisation to be shared equitably across the Company. The trust is indirect, meaning that eligible employees are not shareholders directly, however they are held 'in-trust' by the Trust's Board of Directors.
- The Employee Ownership Trust allows for a yearly tax-free bonus that is in addition to performance related bonuses to be paid to all eligible employees – dependant on the company's annual performance.
- Eligible employees: Employees must be employed for 6 months before being an eligible beneficiary of the Trust.

Please note: All applicants must hold a current permit or visa showing their right to work in the UK.

To apply: Email your CV and covering letter to recruitment@ecctis.com