Data Analyst, Mathematica Policy Research

Cambridge, MA

Mathematica Policy Research is dedicated to improving public well-being by bringing the highest standards of quality, objectivity, and excellence to bear on information and analysis for our partners and clients. The company has been at the forefront of design and assessment of public policies and programs since 1968. Our data analytics have yielded actionable information to guide decisions in wide-ranging policy areas, from health, education, early childhood, and family support to nutrition, employment, disability, and international development. Come join our vibrant and growing data analytics group, and make important contributions to improving the design and operations of key public programs.

Working under the general supervision of senior staff, the Data Analyst will be part of a team providing data management and program support to federal and state clients. The Data Analyst will play a leading role in the evaluation, design, and implementation of government reporting and performance systems in a wide range of areas including health, human services, labor, education, and nutrition. They will lead tasks that involve developing logical data models, documentation, and specifications for information systems, business intelligence dashboards, and decision support systems that address the operational needs of our clients. In conjunction with the client and system developers they will independently design test cases and may execute tests to ensure systems and reports meet specifications. The Data Analyst may also mentor and oversee the work of more junior staff.

This is NOT a programming, research or systems engineering position.

- Data management and data analysis of federal and state systems.
- Gathering requirements regarding system functionality and measure development.
- Developing system reporting and performance specifications and user manuals.
- Designing and implementing data models, data dictionaries, and data standards documentation.
- Creating test plans and cases.
- Independently verifying and validating system functionality.
- Writing chapters of analytic reports and proposals for new projects.
- May train junior level staff.

Position Requirements

- Master’s degree in relevant field or Bachelor’s degree with at least 4 years of experience documenting system requirements and data, designing test cases, and / or creating data models.
- Working knowledge of current policy issues in areas such as: Health (Medicaid and CHIP, health insurance exchanges, health insurance plans), Education, Employment and Training, Unemployment Insurance, the Supplemental Nutrition Assistance Program, Temporary Assistance to Needy Families, or Nutrition (NSLP, SNAP)
- Ability to work on multiple projects with short deadlines
- Outstanding academic record.
- Excellent oral and written communication skills.
- Willingness to travel.
- Industry recognized certifications such as CIMP, CDMP, CISSP, CSTE a plus.
Various federal agencies with whom we contract require that staff successfully undergo a background investigation or security clearance as a condition of working on the project. If you are assigned to such a project, you will be required to obtain the requisite security clearance.

Available Locations: Ann Arbor, MI; Cambridge, MA; Chicago, IL; Princeton, NJ; Oakland, CA; Washington, DC

We are an Equal Opportunity Employer and do not discriminate against any employee or applicant for employment because of race, color, sex, age, national origin, religion, sexual orientation, gender identity, status as a veteran, and basis of disability or any other federal, state or local protected class.

https://www.statsjobs.com/jobs/data-analyst-mathematica-policy-research/