TN Department of Human Services

Senior Data Analyst

State Job Title: Statistical Research Specialist

Job Location: 505 Deaderick Street, Nashville TN 37243

ABOUT POSITION

The Quality Improvement and Strategic Solutions Division is responsible for making recommendations and governing the department's data strategies, continuous quality improvement, policy process, and quality management efforts in order to drive business decisions and success.

The Data Strategies Unit (DSU) is responsible for data validation and assurance, providing a single source of truth for Department data, including data analysis and exploration, predictive analytics, making conclusions, findings, and recommendations related to data-driven decision making and conducting data presentation.

This position will serve as a Statistical Research Specialist in the DSU and reports to the Director 4 and is responsible for oversight and governance of the department's strategic use of data in order to drive business decisions and success.

RESPONSIBILITES

▪ Provides statistical information, interprets statistical / organizational model results, and reports to senior and mid-level management in support of departmental mission

▪ Interpreting data, analyzing results using statistical techniques

▪ Developing and implementing data analyses, data collection systems and other strategies that optimize statistical efficiency and quality

▪ Conduct full lifecycle analysis to include requirements, activities, and design. Data analysts will develop analysis and reporting capabilities.

▪ Develop and implement data collection systems, data analytics and other strategies that optimize statistical efficiency and quality

▪ Acquire data from primary or secondary data sources and maintain databases / data systems

▪ Identify, analyze, and interpret trends or patterns in complex data sets

▪ Filter and "clean" data by reviewing computer reports, printouts, and performance indicators to locate and correct code problems

▪ Work with management to prioritize business and information needs

▪ Create reports and visualization of data that can be consumed by an audience with limited data backgrounds.

▪ Conducts descriptive, predictive, and prescriptive analytics.

▪ Locate and define new process improvement opportunities

DHS MISSION:

To build strong families by connecting Tennesseans to employment, education, and support services

DHS VISION:

To revolutionize the customer experience through innovation and a seamless network of services

DHS VALUES:

▪ High Performance
▪ Collaboration
▪ Continuous Improvement
▪ A Shared Vision
▪ Customer-Centered Solutions

Unique Benefits
▪ Pension
▪ 401K Match
▪ Family Tuition
▪ 11 Paid holidays
▪ Career Mentoring
▪ Emotional Health/ Wellness Programs

QUALIFICATIONS

Required

- 3+ years' experience as a data analyst or business data analyst
- Technical expertise regarding data models, database design development, data mining and segmentation techniques
- Strong knowledge of and experience with reporting packages, databases, and programming
- Knowledge of statistics and experience using statistical packages for analyzing datasets (Excel, SPSS, SAS, etc.)
- Strong analytical skills with the ability to collect, organize, analyze, and disseminate significant amounts of information with attention to detail and accuracy
- 2+ years' Data mining experience
- Adept at queries, report writing and presenting findings
- Demonstrated experience developing effective KPI's, dashboards and making executive presentations
- Strong written and oral communication skills
- Bachelor's Degree in Data Analytics, Mathematics, Computer Engineering, Statistics, or related field.
- 5+ years of experience performing descriptive, predictive, and prescriptive analytics may be substituted for the education requirement.
- Ability to collaborate effectively and work as part of a team
- Strong attention to detail

Preferred

- Master's Degree in Data Analytics, Mathematics, Computer Engineering or Statistics

Competencies

- Composure
- Learning on the Fly
- Communicates Effectively
- Decision Quality
- Priority Setting
- Organizing/Multi-tasking

For Information regarding State of Tennessee benefits please click here.

How to apply:

- To be considered for the Statistical Research Specialist position with the Tennessee Department of Human Services you must apply online at https://www.tn.gov/careers/apply-here by February 9, 2022 at 11:59pm Central Standard Time.
- Target Range: $70,000 – $80,000. The directly related experience, knowledge, skills, and abilities of the selected candidate will determine the actual salary offer.

Applicants may be subject to background check. Any position could ultimately be designated as work from home, mobile work, or free address (i.e., Employees work in office and can choose from various space options based on need for a given day such as private meeting rooms, conference rooms, collaborative spaces, and enclaves for individual work assignments.)

Pursuant to the State of Tennessee's Workplace Discrimination and Harassment policy, the State is firmly committed to the principle of fair and equal employment opportunities for its citizens and strives to protect the rights and opportunities of all people to seek, obtain, and hold employment without being subjected to illegal discrimination and harassment in the workplace. It is the State's policy to provide an environment free of discrimination and harassment of an individual because of that person's race, color, national origin, age (40 and over), sex, pregnancy, religion, creed, disability, veteran's status or any other category protected by state and/or federal civil rights laws.