

## Data Analyst-Enterprise Reporting-healthcare industry

Healthsystems is a specialty provider of innovative medical cost management solutions for the workers' compensation industry. Our comprehensive products include a leading Pharmacy Benefits Management program, expert Clinical Services and a revolutionary Ancillary Benefits Management solution. The company is headquartered in Tampa, Florida and was recently honored by the *Tampa Bay Business Journal* as the #2nd Fastest Growing Company in Tampa Bay by Revenue and the #23<sup>rd</sup> Fastest Growing Company by Percentage of Growth over the past 3 years. [www.healthsystems.com](http://www.healthsystems.com)

**Interested candidates may email their resumes to:**

[careers@healthsystems.com](mailto:careers@healthsystems.com) . **Please note position title in subject line.**

**Summary:** This position is responsible for ongoing analysis and reporting of health care information in support of either product or departmental teams. It involves development and preparation of information products for internal and external customers.

**Duties and Responsibilities** include the following. Other duties may be assigned.

- Evaluates data and develops appropriate information output to present the evaluation, while insuring the integrity of research project data.\*
- Analyzes data with basic statistical methods, interprets results and provides written summaries of data analyses.\*
- Applies statistical methodologies to data as appropriate to analysis\*
- Explains statistical and data extract methodologies to other staff. Shares knowledge of data coding and analysis techniques with other staff.\*
- Participates in ongoing decisions regarding study design, data collection, data analysis and methodology.\*
- Develops variables and analytic approach in collaboration with project staff.\*
- Performs requested tasks with minimal direction.\*
- Learns additional analytic approaches.\*
- Adheres to the principles of confidentiality governing research work and complies with all mandated training and ethical guidelines.\*

### **Qualifications:**

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

**Education/Experience:**

Bachelor's degree in economics, statistics or math-related subject helpful; or two to four years related experience and/or training; or equivalent combination of education and experience.

**Special Skills:**

Requires the ability to analyze health care data from conceptualization through presentation of the data, including the ability to identify incorrect and outlier data. Requires proficiency with analytical tools, knowledge of data analysis methodology, use of presentation software, strong communication skills and a strong interest in investigation and research. Must have ability to explain data and extract methodologies to other staff members in a clear fashion. Must possess: Excellent communication skills, ability to work effectively with others, excellent interpersonal skills, organized work style, ability to work well under pressure, ability to work independently. Must accept responsibility, show good judgment, initiative, and resourcefulness

**Language Ability:**

Ability to read, analyze, and interpret common scientific and technical journals, financial reports, and legal documents. Ability to respond to common inquiries or complaints from customers, regulatory agencies, or members of the business community. Ability to write speeches and articles for publication that conform to prescribed style and format.

**Math Ability:**

Ability to work with mathematical concepts such as probability and statistical inference, and fundamentals of plane and solid geometry and trigonometry. Ability to apply concepts such as fractions, percentages, ratios, and proportions to practical situations.

**Reasoning Ability:**

Ability to define problems, collect data, establish facts, and draw valid conclusions. Ability to interpret an extensive variety of technical instructions in mathematical or diagram form and deal with several abstract and concrete variables.

**Computer Skills:**

To perform this job successfully, an individual should have knowledge of word processing software; spreadsheet software; development software; design software; SAS; Stata and database software.

**Work Environment:**

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

The noise level in the work environment is usually moderate.

**Physical Demands:**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the

essential functions.

While performing the duties of this job, the employee is regularly required to use hands. The employee is frequently required to sit and talk or hear. The employee is occasionally required to stand; walk and reach with hands and arms.