

Data Analyst at Rutgers Biomedical and Health Sciences (RBHS)

**Recruitment/Posting
Title**

Data Analyst

Job Category

Staff & Executive - Research Support (Laboratory/Non-Laboratory)

Department

RWJ - Psychiatry Research

Overview

New Jersey's academic health center, Rutgers Biomedical and Health Sciences (RBHS) takes an integrated approach to educating students, providing clinical care, and conducting research, all with the goal of improving human health. Aligned with Rutgers University–New Brunswick and collaborating university wide, RBHS includes eight schools, a behavioral health network, and five centers and institutes that focus on cancer treatment and research, neuroscience, advanced biotechnology and medicine, environmental and occupational health, and health care policy and aging research.

Our faculty are teachers, clinicians, and scientists with unparalleled experience who advance medical innovation and provide patient care informed by the latest research findings. We offer an outstanding education in medicine, dentistry, pharmacy, public health, nursing, biomedical research, and the full spectrum of allied health careers.

Our clinical and academic facilities are located throughout the state—at Rutgers University–New Brunswick, including Piscataway; and at locations in Newark, Scotch Plains, Somerset, Stratford, and other locations. Clinical partners include Robert Wood Johnson University Hospital in New Brunswick, Newark's University Hospital in Newark, and other affiliates.

Through this community of healers, scientists, and scholars, Rutgers is equipped as never before to transform lives.

Rutgers, The State University of New Jersey, is seeking a Data Analyst for the department of Psychiatry at the Robert Wood Johnson Medical School.

Posting Summary

The Data Analyst works with investigators and other research team members to carry out a range of data analysis tasks for several studies focused on alcohol use, drug use, and health. These include management and analysis of clinical trial data on studies of alcohol and drug treatments, analysis of medical record data, and analysis of other datasets of substance use and health variables. This position requires data management expertise and statistical analysis skills and experience. The position also requires writing statistical analysis and methods sections of manuscripts that will

be submitted for publication. The lab is funded by federal grants from the National Institute of Health and other sources.

Among the key duties of this position are the following:

- Prepares datasets and provides supporting documentation for statistical analysis.
- Devises tests and processes to evaluate data validity and analysis results. Employing appropriate data management and methodological techniques given the data structure and specific research and questions.
- Executes appropriate modeling and statistical analyses in collaboration with project principal investigator and team's PhD-level biostatistician, including descriptive and multivariable statistical analyses.
- Performs analyses using clinical, medical record, and observational data from several grant-funded studies of alcohol/drug use and health outcomes.
- Collaborates with other staff and faculty members to evaluate and interpret research findings. Prepares data summaries in tables, figures, and charts.
- Writes code in programs such as R, SAS, or similar programs for data preparation, management, analytic file creation, statistical analysis, and to generate graphs and tables for manuscript reporting.
- Attends regular meetings with project investigators to discuss progress and preparing presentations of study findings, including drafting of methods and results sections for peer-review manuscripts (as co-author) with involvement of study investigators.

FLSA	Exempt
Grade	26S
Salary Details	
Minimum Salary	74332.000
Mid Range Salary	89311.000
Maximum Salary	106121.000
Offer Information	The final salary offer may be determined by several factors, including, but not limited to, the candidate's qualifications, experience, and expertise,

and availability of department or grant funds to support the position. We also take into consideration market benchmarks, if and when appropriate, and internal equity to ensure fair compensation relative to the university's broader compensation structure. We are committed to offering competitive and flexible compensation packages to attract and retain top talent.

Rutgers provides a comprehensive benefits package to eligible employees. The specific benefits vary based on the position and may include:

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|-----------------|---|
| Benefits | <ul style="list-style-type: none">• Medical, prescription drug, and dental coverage• Paid vacation, holidays, and various leave programs• Competitive retirement benefits, including defined contribution plans and voluntary tax-deferred savings options• Employee and dependent educational benefits (when applicable)• Life insurance coverage• Employee discount programs |
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Position Status	Full Time
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Working Hours	
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Standard Hours	37.50
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Daily Work Shift	
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Work Arrangement	Consistent with the current application of Rutgers Policy 60.3.22 or the applicable provisions of relevant collective negotiations agreements, this position may be eligible for a hybrid work arrangement. Flexible work arrangements are not permanent, are subject to change or discontinuation, and contingent on the employee receiving approval in the FlexWork@RU Application System.
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Union Description	HPAE 5094
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Payroll Designation	PeopleSoft
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Seniority Unit	
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Terms of Appointment	Staff - 12 month
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Position Pension Eligibility	ABP
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Qualifications

Minimum Education and Experience

- Bachelor's Degree in a related field plus three (3) years of experience in the area of design and analysis of data in academia, government, or industrial setting.
- Equivalent education, experience, and/or training may be substituted for the degree requirements.

Certifications/Licenses

Required Knowledge, Skills, and Abilities

- Proficiency with Microsoft Office, especially Excel and Word.
- Highly motivated, organized, autonomous person with excellent multi-tasking ability and recordkeeping,
- Must be able to program, manage data, and conduct statistical analyses.
- Must have demonstrated data management skills and experience preparing data for analysis.
- Must have a solid grounding in statistical theory and application, and willingness to learn and apply new methods and approaches.
- Excellent communication skills, both written and verbal, including writing/editing/producing reports and technical writing skills for documenting database structure and content.
- Experience working with a team and ability to thrive in a team environment.

Preferred Qualifications

- A Master's degree is preferred.
- Familiarity with database systems such as REDCAP or Qualtrics.
- Experience working with survey data, medical record data, clinical trials outcome data, and/or administrative claims data.
- Skills and knowledge in machine-learning and natural language processing is preferred but not required.
- Proven ability to work with the processes and technologies of large datasets.

Equipment Utilized

Physical Demands and Work Environment

- Physical Demands: No Significant physical demands. Lift or exert force up to 25 pounds.
- Work Environment: Office environment; Moderate noise.

Special Conditions

Posting Details

Posting Number 26ST1483

Posting Open Date

Special Instructions to Applicants

Regional Campus Rutgers Biomedical and Health Sciences (RBHS)

**Home Location
Campus** Downtown New Brunswick

City New Brunswick

State NJ

Location Details

Pre-employment Screenings

All offers of employment are contingent upon successful completion of all pre-employment screenings.

Immunization Requirements

Under Policy 100.3.1 **Immunization Policy for Covered Individuals**, if employment will commence during Flu Season, Rutgers University may require certain prospective employees to provide proof that they are vaccinated against Seasonal Influenza for the current Flu Season, unless the University has granted the individual a medical or religious exemption. Additional infection control and safety policies may apply. Prospective employees should speak with their hiring manager to determine which policies apply to the role or position for which they are applying. Failure to provide proof of vaccination for any required vaccines or obtain a medical or religious exemption from the University will result in rescission of a candidate's offer of employment or disciplinary action up to and including termination.

Equal Employment Opportunity Statement

It is university policy to provide equal employment opportunity to all its employees and applicants for employment regardless of their race, creed, color, national origin, age, ancestry, nationality, marital or domestic partnership or civil union status, sex, pregnancy, gender identity or expression, disability status, liability for military service, protected veteran status, affectional

or sexual orientation, atypical cellular or blood trait, genetic information (including the refusal to submit to genetic testing), or any other category protected by law. As an institution, we encourage all qualified applicants to apply. For additional information please see the Non-Discrimination Statement at the following web address: <http://uhr.rutgers.edu/non-discrimination-statement>

Supplemental Questions

Required fields are indicated with an asterisk (*).

1. * Do you have a Bachelor's Degree in a related field plus three years of experience in the area of design and analysis of data in academia, government, or industrial setting?
 - Yes
 - No

Applicant Documents

Required Documents

1. Resume/CV
2. Cover Letter/Letter of Application

Optional Documents

[Apply here!](#)