

RESEARCH JOB FUNCTION

Statistician Family

Level	Function/ Roles	Experience/ Education (Minimum Required)	Typical Duties and Responsibilities (Cumulative from level to level in each job family)	Impact/Scope	Supervision
56 E	Statistician I	<p>Bachelor's degree required</p> <p>Master's degree in statistics preferred</p> <p>3+ years of relevant experience</p> <p>Thorough knowledge of statistical programming software</p>	<ul style="list-style-type: none"> • Organizes, maintains and manages data used in large research studies from multiple sources • Identifies data sources and conducts related outreach • Designs computer databases and tests macro-programs to perform meta-analyses • Runs simulation studies to evaluate new methods • Conducts all aspects of data transfer and analysis for multiple studies • Implements and tests algorithms and verifies statistics and other mathematical results • Collaborates with researchers in the design, implementation, analysis and publication of research trials 	<p>IMPACT Moderate impact on operations, resources, or University's reputation</p> <p>SCOPE Provides comprehensive statistical analysis for a project</p>	<p>RECEIVED Under General Direction: Within this job, the incumbent normally performs regular assignments using own judgment and following department / university policy, while keeping supervisor informed as necessary. Receives general guidance on new projects as to methods, procedures and desired end results. The incumbent has discretion to make decisions within the scope of their responsibilities. Complex assignments are usually reviewed upon completion.</p> <p>GIVEN Individual Contributor: Works independently or as part of a team to achieve results.</p>

NOTE:

- 1) Individual positions will typically have most, but not necessarily all, of the Duties & Responsibilities listed
- 2) Grade Recommendations based on comparative review/analysis of internal positions and external market data.
- 3) E = exempt, N = non-exempt but outside HUCTW due to job content, grade and/or a Confidential / Supervisory exclusion