

Job Description

Job Title: Data Analyst- Reporting
Reports to: Director, Technical Operations & Analytics
Department: Technical Operations & Analytics

FLSA: Exempt
Grade: 14

Summary /Overview

The data analyst is charged with disseminating reliable information and meaningful analysis across business units within Access Health CT (AHCT). Reporting to the Director of Technical Operations and Analytics, the Data Analyst-Reporting will contribute to and support business intelligence and decision making by developing efficient methods for extracting data from source systems, automating processes, developing end-user reports, and expanding the use of new technologies within AHCT. This role has no supervisory responsibilities.

Essential Duties and Responsibilities

- Support enterprise wide analytics by collaborating with other AHCT departments to understand business reporting needs and requirements
- Understands and supports a complex data models across multiple lines of business
- Serve as organization subject matter expert in web analytics via Google Analytics and supporting infrastructure software
- Performs complex data analysis in support of business unit requests. Responsible for identification of baselines and process measures, management of report distribution, and recommendations based on identified best practice.
- Use statistical analysis and visualizations to guide strategic business decisions and opportunities for customers
- Develop and deliver data visualizations to support data exploration using modern data vizualtion techniques Present analytic findings in a clear and concise format to internal and external stakeholders
- Serve as business owner/SME for MS SQL Server data warehouse (DWH). Triage and research issues. Serve as point of contact for vendors. Coordinate the implementation and testing of enhancements/fixes.
- Gather and analyze data to create documentation and specifications for new data production reports and effectively communicate related methodologies to business users
- Manage timely and accurate delivery of mandatory federal and state marketplace reports
- Establish and implement standards and strategies for efficient data management and data quality review processes
- Seek and adopt internal and external best practices to raise standards on data quality, consistency and efficiency
- Serve as a data steward for Access Health CT
- Other duties as required

Qualifications

- Bachelor's degree required in information systems or related field; experience in healthcare industry a plus
- 2+ years working with Microsoft SQL
- Self-reliant and self-motivated to understand and develop technical solutions.
- Experience designing and working with relational and multi-dimensional models.
- Strong verbal and written communication skills.
- Proficiency in T-SQL, Tableau, SSRS, API (REST and SOAP), and Python.
- Experience with GIS concepts, including the creation of mapping tools and geocoding data.

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 frequently required to sit, hear, use hands to type data, and utilize a phone or other electronic communication devices. This employee may occasionally have to operate business machines. Specific vision abilities required in this job include close vision and the ability to adjust focus.

Work Environment: this is an in-office role in which the noise level in the work environment is usually low. Requires fast-paced deadlines and has a high stress at times. Minimal travel.

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