

**Job Description**

Job Title: Business Intelligence / Data Quality Analyst

Reports to: Chief Information Officer

Location: Western Office

Employment Status: Regular, Full-Time, Exempt

Salary Range: \$45-55k

About HealthlinkNY:

HealthlinkNY is a Qualified Entity (QE), funded by the New York State Department of Health (NYS DOH), which operates a health information exchange (HIE) as well as population health improvement programs (PHIP), supports healthcare delivery reform (DSRIP) and fosters collaboration for a region spanning the Hudson Valley, Catskills, and Southern Tier of New York. The HealthlinkNY HIE offers electronic access to patients' community-wide health records and serves as the region's access point to the Statewide Health Information Network of New York (SHIN-NY), supporting collaboration between healthcare providers across the state. For more information please visit www.healthlinkny.com.

Nature and Scope of the Position:

The BI/Quality Analyst will have hands-on technical skill and experience in transforming data into business insight. Primary area of focus will be data infrastructure management, data collection and validation, and statistical analysis. The BI/Quality Analyst will design, develop, test and support analytic solutions for various stakeholders and staff. In addition, they will be responsible for performing data quality reviews both pre and post project implementations. Other duties will include support and maintenance of the Data Warehouse. This position requires an analytically oriented person who has excellent communications skills and is comfortable working in a dynamic, multi-faceted, fast-paced setting for which planning, management, data analyses and interpretation of results are essential.

Main Responsibilities:

- Manage the data infrastructure required to support needs of predictive modeling and analytics
- Exploratory data analysis to identify relationships in high-dimensional data
- Own metadata definition and management (data dictionaries)
- Maintain and support Data Warehouse and Business Intelligence solutions
- Design, develop, test and support analytic solutions
- Create test scripts per workflow and business requirements;
- Perform reviews to ensure data quality
- Other duties as assigned

Education:

Bachelors or Master's Degree in Statistics, Computer Science or related field.

**Experience:**

- 4 years relevant job experience in statistics, database administration, analytics, or a related field
- Strong knowledge of data structures, analysis, and SQL;
- Exceptional organizational skills and attention to detail are required;
- Experience coding and work with Microsoft Analysis Services, Visual Studio, as well as SQL;
- Experience in health care sector preferred;
- Must be a team player, with a flexible work style and an interest in being part of a dynamic and evolving organization.

Work Environment:

This job operates in a professional office environment. This role routinely uses standard office equipment such as computers, phones, photocopiers, filing cabinets and fax machines.

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.
- While performing the duties of this job, the employee is regularly required to talk and hear. The employee frequently is required to stand, walk, and reach with hands and arms. The employee may occasionally lift up to 10 pounds.

HealthlinkNY is committed to the fair and equal employment of individuals with disabilities under the Americans with Disabilities Act (ADA). It is HealthlinkNY's policy to provide reasonable accommodation to individuals with disabilities who are qualified for the job in question unless the accommodation would impose an undue hardship on the organization.

Other Duties:

Please note this job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee for this job. Duties, responsibilities and activities may change at any time with or without notice.

To Apply:

Please email your resume and cover letter to info@healthlinkny.com .