INSTITUTE FOR
SOCIAL RESEARCH & DATA INNOVATION

IPUMS **MPC** **MN RDC** **LIFE COURSE** CENTER

DATA ANALYST
JOB OPENING ID 327926

JOB DESCRIPTION

IPUMS makes the world's largest collection of individual-level population and health survey data freely accessible online. Thousands of researchers use these data worldwide, and you can contribute to the development and enhancement of this public good.

We seek one or more data analysts to join our diverse team of research and information technology professionals. We are looking for smart, technically-minded people who enjoy working with data.

Data analysts may work across IPUMS data collections, but current openings are for work on IPUMS Health Surveys and IPUMS CPS. IPUMS Health Surveys (https://www.ipums.org/healthsurveys.shtml) makes the country's leading sources of information on population health, the National Health Interview Survey, and health expenditures, the Medical Expenditure Panel Survey, more easily accessible. IPUMS CPS (https://cps.ipums.org/cps/) delivers monthly data from the Current Population Survey to the research community. CPS is the official source of information about labor force participation in the United States and contains data on a variety of supplemental topics.

As with all IPUMS projects, the signature activity is the integration of discrete datasets into a single consistently coded and documented series that enables comparative analyses over time. IPUMS projects share common methods and infrastructure while each has its unique challenges and timelines of deliverables. The environment is highly collaborative, and you will work closely with research scientists, data analysts, student research assistants, and software developers. We are constantly pushing the boundaries of data processing and dissemination methods, and there is considerable opportunity for initiative and creativity by all members of the research staff.

RESPONSIBILITIES

Data analysts are involved in all stages of IPUMS integration work based on project needs. Specific tasks may include harmonizing codes across datasets, resolving comparability issues, writing variable documentation, empirically verifying which respondents answered specific questions, ensuring data quality, testing website functionality, processing new data and metadata into IPUMS systems, adapting existing methods and tools for new purposes, and developing new approaches to address novel situations.

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Analyst positions may require supervising student research assistants. The position may also involve public presentations on campus or at professional conferences to disseminate information about IPUMS projects.

QUALIFICATIONS

Required: A Bachelor's degree; experience with at least one major statistical software package (e.g., SAS, Stata or SPSS); at least six months (or two semesters) of experience working with data. Excellent computer skills. Strong written, verbal and interpersonal communication skills.

Additional selection criteria: Experience using one of the IPUMS databases or any other large-scale census or survey data; experience combining multiple data sources; degree in a social science or health-related field; demonstrated ability to work independently and as a member of a diverse team; ability to learn new information technology as required; experience working with a programming language and/or Unix.

Please detail in your cover letter your data analysis experience, including relevant courses, internships and jobs.

APPLICATION PROCEDURE

Please apply using the University of Minnesota's online employment system humanresources.umn.edu/jobs and search job opening ID 327926. Application requirements include a resume, and a cover letter describing your interest and qualifications in the position. Questions concerning the application process may be addressed to Mia Riza, HR Generalist, at mpc-jobs@umn.edu.

Any offer of employment is contingent upon the successful completion of a background check. Our presumption is that prospective employees are eligible to work here. Criminal convictions do not automatically disqualify finalists from employment.