

Please visit **The University of Alabama's Human Resources' website at <http://hr.ua.edu/employment/index.html> under "Staff Positions" for further details and application procedures.**

**The University of Alabama
Tuscaloosa, Alabama 35487**

Position Title:

Institutional Research and Assessment Analyst

Job Open Date: June 4, 2008

Job Closing Date: June 24, 2008

Job Summary:

Responsible for university data analyses to facilitate and support university planning, policy development, and operations for executive management. Provides data analyses via data mining of internal (university) and external (national) databases and data warehouses, utilizing appropriate programming tools and computing languages.

Required Minimum Qualifications:

A minimum of a bachelor's degree in statistics, business administration, or other related fields with a minimum of 4 years of experience in research data analysis (educational research, educational evaluation, survey development, or research methods), data mining, or compliance report development; OR a minimum of a bachelor's degree in an unrelated field with a minimum of 5 years of experience in research data analysis (educational research, educational evaluation, survey development, or research methods), data mining, or compliance report development; OR a minimum of a master's degree in statistics, educational research, higher education, business or public or policy administration, or other relevant field with a minimum of 2 years of experience in research data analysis (educational research, educational evaluation, survey development, or research methods), data mining, or compliance report development; OR a relevant Ph.D. in one of the disciplines specified above.

Very strong basic desktop computing skills (e.g., Office XP) and research/programming tools such as SAS, SPSS, and Crystal Report Writer or similar programming languages.

Understanding of accounting and human resource systems would be extremely helpful also.

Excellent oral and written communication skills. Ability to multi-task productively and effectively.

Possess high level of organizational skills for research and data analyses purpose.