The Lead Business Systems Analyst will serve as the Research Associate and proactively play an analytical role where he/she provides analytical support for research projects. The preferred candidate should have academic experience and work experience related to the field of research, and experience with specialized software and datasets.

**Responsibilities will include, but are not limited to the following:**

- Conducting literature reviews and synthesize relevant information;
- Collecting and prepare primary and/or secondary data for analysis;
- Developing and build statistical models, diagnoses, validates, and improve the performance of these models over time for the improvement, manipulation, and analysis of data;
- Ensuring data integrity by developing, updating, and maintaining quality assurance procedures;
- Collaborating with senior researchers in preparation of manuscripts for presentations and publications;
- Presenting studies and related materials at professional conferences as appropriate.

**The following experience may be required:**

- Experience using multiple statistical and analytical tools such as SPSS and SAS;
- Capability of interpreting statistical output, and communicate research results orally and in writing to a wide variety of audiences;
- Successful experience working directly with stakeholders;
- Detail-oriented with superior analytical and organizational skills to prioritize tasks;
- Ability to work in a fast-paced, highly collaborative environment;
- Ability to work well with others and work independently with minimum direct supervision.

**EXPERIENCE/EDUCATIONAL REQUIREMENTS:**

- A Bachelor's Degree from an accredited four-year college or university in computer science, data processing, business information systems, or a related field; AND eight (8) years of directly related experience.
- OR
- An Associate's Degree in Applied Science in a Technical Program in an area of Information Technology approved by the IT Professional Development Committee or a Certificate of Completion from a Mississippi Coding Academy, or its equivalent; AND eight (8) years of directly related experience.
- OR
- An Associate's Degree from an accredited two-year college in computer science, data processing, business information systems, or a related field; AND ten (10) years of directly related experience.
- OR
- Graduation from a standard four-year high school or equivalent (GED); AND twelve (12) years of directly related experience.

**SUBSTITUTION STATEMENT:**

Related Education and directly related experience may be substituted on an equal basis.

Possession of an Institute for Certification of Computer Professionals (ICCP) certificate based on successful completion of an examination may be substituted for one (1) year of the required experience (certificate must be attached).

Applicants for the position should apply online at [www.msdb.ms.gov](http://www.msdb.ms.gov). (To inquire about this position, please contact Dr. Yan Li at YLi@mdek12.org or 601-359-3487.)

The deadline for application submission is March 27, 2020. Applicants selected for an interview will be contacted by phone.