UNLV | HUMAN RESOURCES

LOA SALARIED JOB DESCRIPTION

Job Function
Statistician/Mathematician

Job Profile
J001504 - LOA Salaried-Computer And Mathematical

PURPOSE
Provides statistical analysis and feedback on independent research or any other University project. Establishes data collection, identifies necessary systems/configurations for analysis, manipulates and evaluates data. Functions may include computer system programming or reporting. Uses mathematical methods to collect, summarize, analyze and interpret data. Apply mathematical theories and techniques to solve practical problems.

ESSENTIAL FUNCTIONS/PRIMARY DUTIES
- Conduct research and provide recommendations in fundamental mathematics or in application of mathematical techniques to science, management, and other fields; solve problems in various fields using mathematical methods.
- Use statistical methods to collect, summarize, analyze and interpret data; applies statistical theories to solve problems; design surveys, experiments or polls.
- Develops, programs, manages, and maintains complex statistical databases; performs or supervises data entry.
- Manage contacts with other agencies to improve data coverage, timeliness, relevance and availability of the data.
- Selects data samples, prepares surveys, and conducts sample tests to maintain data quality.
- Keep abreast of the statistical systems upgrades to improve analysis tools.
- Partner with appropriate computer –related staff as needed.
- Apply mathematical and simulation models to verify data.
- May supervise personnel on projects.

MINIMUM QUALIFICATIONS
Bachelor's required.