Position: Senior Research Analyst

Department: Center for Policy and Research

Employee in Position: OPEN POSITION

Reports To: Senior Vice President, Center for Health Policy and Research

Date: March 2015

Scope: F/T, Exempt, Permanent

☐ Yes  ☑ No This position is subject to a pre-employment criminal background and/or financial history background check

Position Summary

Working under the general direction of Senior Vice President, Center for Health Policy and Research, this individual will be responsible for conducting quantitative and qualitative research on assigned projects to fulfill research needs and support AHIP policy development. This position requires strong quantitative methods and data analysis skills. The position analyzes health care data sets (primary and secondary data), develops study design, identifies and applies appropriate quantitative analytic methods, conducts and validates analyses, writes reports and issue briefs and contributes to manuscripts. Opportunity to also work on qualitative research projects

Specific Responsibilities:

1. With direction from supervisor, develop and implement research design, inclusive of methodology and appropriate statistical methods for analyzing healthcare data on assigned projects; statistical methods could include regression and other types of modeling
2. Writes and executes SAS programs to implement agreed upon research design and methodology
3. Manages and resolves methodological, coding, and data issues that arise during project implementation
4. Reviews data runs, suggests and pursues additional analyses as appropriate and provides overall quality assurance.
5. Produces agreed upon written research reports, issue briefs, and assists with preparation of manuscripts for publication
6. Other duties as assigned
Skills:
1. Masters degree in a quantitative discipline (statistics, health economics, health services research.); PhD preferred
2. SAS programming expertise
3. MS Office with advanced knowledge of Excel preferred
4. Excellent attention to detail for both quantitative and qualitative work and should have experience in health care research as they relate to the health insurance industry.
5. Excellent written and verbal skills are needed as well as ability to work independently, use good judgment, meet tight deadlines, and work in a cooperative team environment.

Experience:
1. Minimum One to two years of experience in working with large data sets.
2. Experience with design and execution of quantitative research studies based on observational data
3. 2-3 years experience in writing and executing SAS programs.
4. Experience with design and implementation of qualitative studies

Physical Work Activities & Conditions:
- Continuous sitting for prolonged periods more than 2 consecutive hours in an 8 hour day.
- Keyboard use of greater or equal to 50 % of the workday.

Percent of Travel: Less than 10%.

The purpose of a job description is to describe the overall function and general responsibilities of a job. Job descriptions are used in hiring and training and to provide employees with a better understanding of employer expectations. Actual job functions and duties will vary as job responsibilities and business needs require.

Equal Opportunity Employer M/F/D/V

Interested candidates must send resume, references and a cover letter that includes salary requirements to: hr@ahip.org or mail to:

America's Health Insurance Plans (AHIP)
ATTN: HR Dept/CPRSRA
601 Pennsylvania Avenue, NW
South Building, Suite 500
Washington, DC 20004