CAREER OPPORTUNITIES FOR
Data Analytics Associate

Mathematica currently have an opening for a data analytics associate to assist in the evaluation, design, testing and implementation of data collection, reporting, and performance management systems in a wide range of areas including health, TANF, labor, and education. As a data analytics associate, you will be part of our Data Management and Analytics (DMA) department in our Princeton, NJ headquarters or Washington, D.C. or Cambridge, MA office locations. DMA offers comprehensive information and operations management solutions and has a proven history of providing results and solutions that have a measurable impact on our client’s objectives.

We are looking for creative, enthusiastic candidates who can combine strong problem-solving skills with the capability to develop tools that help clients address complex issues and challenges. We offer our employees a stimulating, team-oriented work environment, competitive salaries, and a comprehensive benefits package, as well as the advantages of employee ownership. We provide generous paid time off and an on-site fitness center.

Duties of the position:
- Performing data management and data analysis of federal and state information systems.
- Performing software quality assurance and testing, including the development of testing tools using Excel, SQL, C#, and/or SAS
- Providing technical assistance to federal and state agencies on data collection, performance measurement, performance analysis, data quality, and reporting and validation software
- Assisting in the development and review of reporting specifications, user manuals, and other documentation requirements.
- Assisting in qualitative and quantitative analyses and evaluate program operations/systems.

Requirements:
- Bachelor’s degree in a relevant field or equivalent experience
- Open to learning new programming languages and libraries both on your own and in a collaborative environment.
- Desire and ability to learn and thrive in an environment that involves responsibility for accuracy and deadline-driven deliverables.
- Demonstrated experience in managing or analyzing data with a statistical package or programming language
- Commitment to Mathematica’s mission
- Ability to pass a security clearance (if required)

Solid Pluses
- Interest in policy research
- Proficiency with MS Office suite, including Excel and Access
- Experience with data visualization
- Knowledge of database concepts
- Demonstrated initiative in developing new technical skills

Please submit a cover letter and resume and be sure to include your salary requirements. Also, be prepared to upload your transcripts, contact information for three references, and writing sample, via our online employment web-site at https://careers.peopleclick.com/careerscp/client_mathematica/external/gateway.do?functionName=viewFromLink&jobPostId=580&localeCode=en-us
HOW TO APPLY

(1) Visit Mathematica’s career opportunities website at http://www.mathematica-mpr.com/Employment/

(2) Select the “Career Opportunities” link from the left navigation menu, then follow the directions to search available positions by position title, location(s), and/or functional area(s). Next select “Search”.

(3) When a position of interest is selected, click “Apply Now” and begin creating your application.

• A resume will be a required document that must be attached to complete the online application process.

• Many of our positions require additional supporting documents (e.g. transcripts, writing samples, references, or letters of recommendation). Please review the posting carefully to determine what supporting documents are required for the position to which you would like to apply.

• There is a maximum file size of 2000 KB for any file uploaded to Mathematica’s online application system.

• Transcripts can be unofficial.

(4) You can review the status of your application by logging into the system with the unique user name and password created during the application process.

General questions: Inquiries about working at MPR, employment, positions, and the online application system should be sent to the HR mailbox at HumanResources@mathematica-mpr.com.

AN EQUAL OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER

As an equal opportunity-affirmative action employer we strongly encourage applicants of all racial, ethnic, and cultural groups.