

Data Manager/Analyst , Office of Accreditation and Quality Improvement  
University at Buffalo, The State University of New York

Direct Link: <https://www.AcademicKeys.com/r?job=226574>

Downloaded On: May. 9, 2024 10:13am

Posted Nov. 30, 2023, set to expire Aug. 4, 2024

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| <b>Job Title</b>            | Data Manager/Analyst , Office of Accreditation and Quality Improvement                                    |
| <b>Department</b>           | Jacobs School of Medicine and Biomedical Sciences   |
| <b>Institution</b>          | University at Buffalo, The State University of New York<br>Buffalo, New York                              |
| <b>Date Posted</b>          | Nov. 30, 2023   |
| <b>Application Deadline</b> | Open until filled   |
| <b>Position Start Date</b>  | Available immediately   |
| <b>Job Categories</b>       | Professional Staff  |
| <b>Academic Field(s)</b>    | Research/Technical/Laboratory   |
| <b>Job Website</b>          | <a href="https://www.ubjobs.buffalo.edu/postings/46750">https://www.ubjobs.buffalo.edu/postings/46750</a> |

**Apply By Email**

**Job Description**

The **Data Manager/Analyst** in the [Office of Accreditation and Quality Improvement](#) will support program evaluation, continuous quality improvement, ongoing maintenance of data required for accreditation, and tracking of strategic plan outcomes by providing oversight of all activities relating to:

- Collection of outcome data from multiple internal and external sources
- Organization and maintenance of databases
- Analysis of complex data to monitor program performance and trends
- Generation and distribution of intuitive reports and dashboards to communicate findings to the appropriate parties
- Documentation and tracking the flow of data and actions taken

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In this position, responsibilities include but are not limited to:

- Database modeling
- Data collection and management
- Statistical analysis
- Utilizing qualitative and quantitative methods for data collection and analysis
- Building and maintaining dashboards
- Creating data visualizations as needed
- Reporting data insights for the purposes of program assessment, quality improvement, accreditation compliance monitoring, and evaluation of processes, performance, effectiveness, efficiency and other quality measures

### **Outstanding Benefits Package**

Working at UBF comes with benefits that exceed salary alone. There are personal rewards including comprehensive health and retirement plan options. We also focus on creating and sustaining a healthy mix of work, personal and academic pursuit - all in an effort to support your work-life effectiveness. Visit our UBF benefits website to learn about our [benefit packages](#).

### **About The University at Buffalo**

The University at Buffalo (UB) #ubuffalo is one of America's leading public research universities and a flagship of the State University of New York system, recognized for our excellence and our impact. UB is a premier, research-intensive public university dedicated to academic excellence. Our research, creative activity and people positively impact the world. Like the city we call home, UB is distinguished by a culture of resilient optimism, resourceful thinking and pragmatic dreaming that enables us to reach others every day. Visit our website to learn more about the [University at Buffalo](#).

University at Buffalo is an affirmative action/equal opportunity employer and, in keeping with our commitment, welcomes all to apply including veterans and individuals with disabilities.

### **Contact Information**

Please reference Academickeys in your cover letter when applying for or inquiring about this job announcement.

### **Contact**

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