

Data Analyst/Managing Consultant

DOM is seeking a mid-level person with a strong technical background and data analysis experience. This person must be willing to be onsite at Medicaid's facilities in Jackson Mississippi 95% of the time. The term of the contract shall be one (1) year (July 1, 2016 – June 30, 2017) with four (4) optional renewals. The rate of pay shall be \$45 an hour (plus travel) not to exceed 1840 hours annually.

Responsibilities include:

- Tracking and reporting systems errors;
- Participating in UAT;
- Working with program area staff to perform data analysis and research necessary to refine identity algorithms as necessary to determine a unique identity for each beneficiary;
- Performs a monthly review of the clinical data infrastructure audit logs for anomalies/problems;
- Researches and correct suspended records;

The successful applicant must have:

- Excellent oral and written communications skills;
- Critical thinking/problem solving skills;
- Strong self-motivation / self-management and time management skills;
- Ability and experience developing and delivering presentations for diverse audiences;
- Ability and experience working successfully to manage a diverse range of people from all backgrounds, education levels and positions;
- Ability and experience leading and participating with a team to achieve specific goals;
- Experience and ability to successfully multi-task across multiple projects concurrently to keep them all moving forward at a steady pace;
- Experience with Software testing/quality assurance processes and methodologies;
- Experience/familiarity with project management principles;
- Experience monitoring systems activities such as auditing systems usage, data resource, maintaining project history and resolution of suspended data records;
- Working knowledge of privacy and confidentiality rules and regulations regarding outside access to medical information;

The following skillsets/experience are considered valuable and may warrant additional consideration, (desired but not required):

- Project Management Certification;
- Strong understanding of the healthcare marketplace;
- Strong understanding of Medicaid MMIS and Eligibility systems.