

# Institutional Research Analyst - 509162

**Job no:** 509162

**Work type:** Regular Full-time (Benefits eligible)

**Location:** Tuscaloosa

**Categories:** Research/Scientific

**Pay Grade/Pay Range:** 58 Monthly (exempt): - Minimum - \$ 39332.76 Midpoint - \$ 57033.60

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**Department/Organization:** 200015 – Institutional Research

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**Normal Work Schedule:** Monday-Friday 8:00 AM to 4:45 PM

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**Job Summary:** The Institutional Research Analyst is responsible for providing analytical support to The University's administrative efforts by creating and maintaining context data and information, providing statistical analyses, responding to surveys and ad-hoc information requests, developing and conducting custom research methods for institutional studies, and enhancing the University's effectiveness through information and process integration.

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**Additional Department Summary:** This position requires demonstrated analytical and organizational skills and a solid understanding of descriptive and inferential statistics.

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**Required Minimum Qualifications:** Bachelor's degree and two (2) years of research or analytical experience; OR Master's degree or higher and some research or analytical experience.

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**Skills and Knowledge:** Excellent oral and written communication skills. The ability to work independently and collaboratively in a group setting,

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**Preferred Qualifications:** Proficient research design experience and higher education administration work experience preferred.

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**Background Investigation Statement:** Prior to hiring, the final candidate(s) must successfully pass a pre-employment background investigation and information obtained from social media and other internet sources. A prior conviction reported as a result of the background investigation DOES NOT automatically disqualify a candidate from consideration for this position. A candidate with a prior conviction or negative behavioral red flags will receive an individualized review of the prior conviction or negative behavioral red flags before a hiring decision is made.

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**Equal Employment Opportunity:** The University of Alabama is an Equal Employment/Equal Educational Opportunity Institution. All qualified applicants will receive consideration for employment or volunteer status without regard to race, color, religion, national origin, sex, sexual orientation, gender identity, gender expression, pregnancy, age, genetic or family medical history information, disability, protected veteran status, or any other legally protected basis, and will not be discriminated against because of their protected status. Applicants and

employees of this institution are protected under Federal law from discrimination on several bases. Follow the link below to find out more. "EEO is the Law" [Poster](#)

**Advertised:** 19 Jun 2019 Central Daylight Time

**Applications close:** 22 Jul 2019 Central Daylight Time