**Senior Data Scientist Standard Job Description**

**Classification Title:** Senior Data Scientist

**FLSA Exemption Status:** Exempt

**Pay Grade:** 76

**Job Description Summary:**

The Senior Data Scientist, under direction, is responsible for providing management and oversight of appropriate methods and techniques in the research, design, and implementation of data analytics.

**Essential Duties and Tasks:**

**30% Statistical Model Development and Analysis**

* Develops a set of statistical models and algorithms, which includes identifying, assessing, measuring, and monitoring data analytics.
* Manages and oversees the use of appropriate methods and techniques in the research, design, and implementation of data analytics.
* Maintains assessment criteria for continual development of data analytics models, ensuring compliance with appropriate storage of data in accordance with Federal, State, System, and University policies and procedures.
* Documents entire process of statistical approaches and techniques used in preparation and statistical analysis algorithms.
* Provides clear and concise set of findings and recommendations based on statistical assessment of subjects.

**20% Data Management and Compliance**

* Maintains a set of standards, technical infrastructure, data management, and data algorithm development efforts for future uses and compliance review.
* Implements recommended data deficiencies within units and assesses outcomes.
* Reviews data and data collection policies and procedures within the University to ensure that data is maintained in a manner that is applicable with all current Federal, State, System, and University rules.

**20% Guidance and Training**

* Provides guidance in the use of appropriate methods and techniques in the development of data dictionary.
* Develops training for used statistical methods and techniques.
* Ensures junior data analysts understand methods and approaches used.
* Supports other areas within the University to recreate approaches and methods for similar data analysis projects.

**10% Strategic Data Utilization**

* Provides a strategic role in the formulation of new and creative ways with leveraging the University’s vast collection of data and data sources.
* Works with large sets of data and aids in establishing scalable analytic systems across multiple systems.
* Aids the development of big data capabilities, frameworks, and governance processes in the department and the University at-large, enabling more effective execution of data and analytics campaigns.
* Identifies operational opportunities through statistical, visualization, and data mining techniques.

**20% Duty Title (for the department's use)**

* Remaining Percentage Can Be Determined by Department to Meet Business Needs or Can Be Incorporated into Percentages Above.

**Required Education and Experience:**

* Bachelor’s degree in related field or equivalent combination of education and experience.
* Ten years of related experience.

**Required Licenses and Certifications:**

* None

**Required Knowledge, Skills, and Abilities:**

* Knowledge of advance statistical analysis, interactive data visualization, programming, and related software applications.
* Knowledge of data mining use.
* Ability to research and develop statistical learning models for data analysis.
* Ability to multitask and work cooperatively with others.
* Excellent written communication, analytical, interpersonal, and organizational skills.

**Machines and Equipment:**

* Computer: 30 hours
* Phone: 5 hours

**Physical Requirements:**

* None

**Other Requirements and Factors:**

* This role may require working outside of standard office hours, including evenings, weekends, and holidays, to support the demands of technology services and ensure the seamless operation of essential systems.

**Is this role ORP Eligible? If so, it needs to meet the criteria on the** [**Rules and Regulations of the Texas Higher Education Coordinating Board**](https://reportcenter.highered.texas.gov/reports/data/user-friendly-version-of-ch-25/)**.**

[ ]  **Yes**

[x]  **No**

**Does this classification have the ability to work from an alternative work location?**

[ ]  **Yes**

[x]  **No**