



NEW JERSEY DEPARTMENT OF HEALTH

NOTICE OF VACANCY

State of New Jersey

The Department of Health received a Civil Service Commission decision on August 26, 2020 approving interim appointments for Unclassified Service positions within the Department of Health for an interim Public Health Recovery Division, Epidemiology and Laboratory Capacity Enhancing Detection. This interim division is currently established and is expected to remain operational until December 30, 2025.

Title HEALTH DATA SPECIALIST 2 [Unclassified]			Salary P25 \$72,014.33 - \$102,361.07
Posting Number E215-24	Position Number 956494	Number of Positions 1	Posting Period * From: 4/4/2024 To: 4/19/2024
Location: DOH - HIV, STD & TB SERVICES 55 NO WILLOW STREET, TRENTON NJ			Scope of Eligibility/Open to: Applicants who Meet the Requirements
GENERAL DESCRIPTION			
<p>Design and perform statistical analyses using a range of data sources including electronic laboratory and health records; Community-based health and demographic surveys; project-specific surveys and assessments; Administrative records (births, education, Medicaid claims); other novel data sources; develop and implement statistical programs/methods as needed. Perform protocol writing, statistical programming, and data analysis for assigned projects. Create reports, dashboards, and visualizations to communicate findings; apply best practices in data visualization design & continuously improve upon intuitive user experience for internal and external stakeholders. Interpret data and identify trends and patterns. Interpret data and identify trends and patterns. Continuously monitor data for accuracy and completeness. This is a 2-year funded position scheduled to end approximately July 2026.</p>			
REQUIREMENTS (EDUCATION / EXPERIENCE / LICENSES)			
<p>NOTE: Applicants must meet one of the following or a combination of both experience and education. Thirty (30) semester hour credits are equal to one (1) year of relevant experience.</p> <p>Seven (7) years of comprehensive technical research and statistical analysis professional experience in epidemiology, public health, economics, public health administration, or related field which involves the use, operation, and/or management of database systems; and twelve (12) semester hour credits in Epidemiology, Public Health, Health Informatics, Health Information Management, Economics, Statistics, Quantitative Analysis, Operations Research, and/or Market Research.</p> <p>OR</p> <p>Possession of a bachelor's degree from an accredited college or university including or supplemented by twelve (12) semester hour credits in Epidemiology, Public Health, Health Informatics, Health Information Management, Economics, Statistics, Quantitative Analysis, Operations Research, and/or Market Research; and three (3) years of the above-mentioned professional experience.</p> <p>OR</p> <p>Possession of a master's degree in one of the above disciplines; and two (2) years of the above-mentioned professional experience.</p>			



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NOTE: "Professional experience" refers to work that is creative, analytical, evaluative, and interpretive; requires a range and depth of specialized knowledge of the profession's principles, concepts, theories, and practices; and is performed with the authority to act according to one's own judgment and make accurate and informed decisions.

LICENSE:

Appointees will be required to possess a driver's license valid in New Jersey only if the operation of a vehicle, rather than employee mobility, is necessary to perform the essential duties of the position.

IMPORTANT FILING INSTRUCTIONS

If interested in this position, you can reply in one of two ways:

- Forward the required documents electronically to:
PSTHIVAIDS@doh.nj.gov
- Mail the required documents to:
**Patricia Laird, Administrative Assistant 1
HIV, STD and TB Services
Reference Posting #E215-24
New Jersey Department of Health
PO Box 363
Trenton, NJ 08625-0363**

Required documents:

- cover letter
- resume
- completed application, found at:
<http://www.nj.gov/health/forms/dpf-663.pdf>

** Responses received after the closing date MAY be considered if the position is not filled.*



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IMPORTANT NOTES

**State as a Model Employer
of People with Disabilities
(SAME) Applicants:**

If you are applying under the NJ "SAME" program, your supporting documents (Schedule A or B letter), must be submitted along with your resume by the closing date indicated above. For more information on the SAME program, visit their website at:

<https://nj.gov/csc/same/overview/index.shtml>, email: SAME@csc.nj.gov, or call CSC at (833) 691-0404.

PHEL Candidates:

If you are a candidate for a position in our Public Health and Environmental Laboratories, you may be subject to pre- and /or post-employment alcohol and drug testing.

Direct Client Care:

If you are a candidate for a position that involves direct client care in one of the State facilities/programs, you may be subject to pre- and/or post-employment drug testing/screening. The cost of any pre-employment testing will be at the candidate's expense. Candidates with a positive drug test result, or those who refuse to be tested and/or cooperate with the testing requirement, will not be hired.

**New Jersey
First Act:**

In accordance with N.J.S.A. 52:14-7, the "New Jersey First Act", all employees must reside in the State of New Jersey, unless exempted under the law. If you do not live in New Jersey, you have one year after you begin employment to relocate your residence to New Jersey.

Resume Note:

Applicants who possess foreign degrees (degrees earned outside of the U.S.) are required to provide an evaluation indicating the U.S. equivalency prior to the closing date. Failure to do so may result in your ineligibility.

Authorization to Work:

Selected candidates must be authorized to work in the United States according to the Department of Homeland Security, United States Citizenship and Immigration Services Regulations. The State of New Jersey does **not** provide sponsorships for citizenships to the United States.

Note: Newly hired employees must agree to a thorough background check that will include fingerprinting.

The New Jersey Department of Health is an Equal Opportunity Employer.