

CLASSIFICATION SPECIFICATION

FLSA:	EXP	Job Code:	ACV76813
Job Class Code:	710	Salary Schedule:	AREG
EEO Category:	02	Grade:	19
Workers Comp Code:	8810		

Job Code Established:	10/11/73	Effective Date:	
Job Code Revised:		Effective Date:	

JOB CODE SERIES: Statistics, Statistical Research and Economics Series

JOB CODE TITLE: RESEARCH AND STATISTICAL ANALYST IV

HRIS TITLE: RESEARCH & STAT ANALYST IV

CHARACTERISTICS OF THE CLASS: Under general direction, is responsible for directing the work, through subordinate supervisory personnel, of a staff of research and/or statistical analysts and technicians; and performs related work as required.

EXAMPLES OF DUTIES: Directs and evaluates the work of professional and technical research and statistical personnel; coordinates a number of major research and statistical projects; sets project objectives and goals and allocates resources; evaluates the work performed by subordinate supervisory personnel and acts as a technical resource on complex research matters; cooperates with other agencies and organizations engaged in the compilation and analysis of research and statistical data; may perform the work of the bureau chief in his absence; prepares a variety of technical and administrative reports.

KNOWLEDGE, ABILITIES AND SKILLS:

Knowledge of: research and statistical analysis methods and practices; the trends and resources in the area of assignment; modern statistical and research practices.

Ability to: direct the work, through subordinate supervisors, of a staff of professional and technical personnel; review and evaluate program activities and develop effective plans.

Skill in: written and interpersonal communication.