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# Example of Economic Analyst Job Description

Our growing company is hiring for an economic analyst. If you are looking for an exciting place to work, please take a look at the list of qualifications below.

## Responsibilities for economic analyst

* Maintain the budget spreadsheet for the Trade and Investment Team, helping to track and monitor expenditures and provide input to the Program and Financial Management offices as needed
* Ongoing monitoring of economic data
* Extract data, conduct complex analyses and communicate results
* Collaborate on data projects with other analysts and researchers in the Economics team, other data teams across the company
* Collaborate with third party data teams on topical research projects
* Lead short-fused research projects and deliver results under time constraints
* Drive ideas for future analyses
* Analyze various sources of information and large data sets including encounters, referrals, HCC and Quality
* Interpret and analyze clinical data from various sources including Optum One (Clinical Analytics Software)
* Prepare written analysis and summarize results using graphical representations and professional formatting using Qlikview (Business Intelligence Software)

## Qualifications for economic analyst

* Enhance your knowledge of emerging services
* Bachelor’s Degree in Economics or a Related Field (Masters helpful, but not required)
* 2 Years of Experience in Business Economics
* Strength in Econometrics and Statistics
* Facility with Word, PowerPoint, eViews, and other relevant software
* Solid MS Office skills - Excel at high level is a must