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# Example of Informatics Analyst Job Description

Our company is looking to fill the role of informatics analyst. We appreciate you taking the time to review the list of qualifications and to apply for the position. If you don’t fill all of the qualifications, you may still be considered depending on your level of experience.

## Responsibilities for informatics analyst

* Devise strategy for producing deliverables from information stored in the organization's data warehouse by selecting and utilizing the most appropriate analytic tool to begin to build process efficiencies
* Programs and maintains report forms, formats, canned reports and ad-hoc requests
* Identifies data quality issues in existing queries and works with business users to remedy problems
* Manages and maintains various department MS Access databases
* Proactively shares best practices and information with business users
* Can execute requests of varying levels of difficulty
* Works with product stakeholders and sponsors to gather requirements for new warehouse development and modifications
* Prepares and executes test plans that describe methods for verifying programs function as intended
* Works with warehouse developers to ensure user requirements are fulfilled and that warehouse solutions meet users’ current requirements and anticipates their future expectations
* Demonstates software enhancements and changes for users, sponsors, and/or other team members

## Qualifications for informatics analyst

* Bachelor's degree in Health Information Management, Computer Science or clinically oriented health field or equivalent combination of education/experience
* Experience using and programming statistical software such as SAS, R, SPSS, STATA, Excel, and Access
* Building Trust – Meets commitments
* Energy – Consistently maintaining high levels of activity or productivity
* Bachelor’s Degree in Health Informatics, Business, Computer Science or related field preferred or equivalent experience
* 3 to 5 years of experience working with quantitative data and large data sets required, preferably in a healthcare environment