



VACANCY ANNOUNCEMENT

The Department of Health has a career opportunity for qualified candidates for the following position:

Title Database Analyst 2 [Classified Competitive]			Salary P27 \$74,762.05 - \$106,450.60
Posting Number 9-22	Position Number 949609	Number of Positions 1	Posting Period * From: 01/04/2022 To: 01/18/2022
Location: CHSD/ Community Health and Wellness Unit 55 North Willow Street, 5th Floor Trenton, NJ			Scope of Eligibility/Open to: Department of Health Employees

GENERAL DESCRIPTION

The selected candidate will develop problem solutions and recommendations for improving the data processing and management operations of the New Jersey Cancer Education and Early Detection (NJCEED) Program and conduct special projects including the assessment and multivariate analysis of all data relevant to breast, cervical, colorectal, and prostate cancer.

The selected candidate will develop innovation utilizing new management information systems to perform management consulting projects involving the NJCEED Program and the Division of Community Health Services.

The selected candidate will assess the performance of each NJCEED Lead agency for adherence to CDC quality standards, attend annual site visits, review patient records in accordance with Health Insurance Portability and Accountability Act (HIPPA).

The selected candidate will manage the collection, analysis, and submission of NJCEED database information from Cancer Screening and Tracking (CaST) system and Minimum Data Elements (MDE) data quality indicators Guide (DQIG) to meet federal Centers for Disease Control and Prevention (CDC) requirements and oversee the data transition to OxBow Med-IT which is a web-enabled system that delivers real time data capture for analysis.

REQUIREMENTS (EDUCATION / EXPERIENCE / LICENSES)

EDUCATION: Graduation from an accredited college or university with an Associate's degree in Computer Science.

EXPERIENCE: Three (3) years of systems analysis, applications programming, design, systems programming and/or database administration experience in the data processing field of which one (1) year shall have been in database design, analysis, and or implementation.

NOTE: A general Bachelor's degree can be substituted for one (1) year of experience in systems analysis, application programming, design, systems programming, and/or database administration.

NOTE: A specific Bachelor's degree in Computer Science can be substituted for two (2) years of experience in systems analysis, application programming, design, systems programming, and/or database administration.

NOTE: A Master's degree in Computer Science may be substituted for three (3) years of experience in systems analysis, application programming, design, systems programming, and/or database administration.

Special Note Substituting Experience for Education: Experience in the study of work methods and processes, the analysis of varied types of data, the design and preparation of systems and programs, the operation of multiprogramming computer systems and work in the data processing support areas of input/output control or reliability support may be substituted for the required education on a year-for-year basis with thirty (30) semester hour credits being equal to one (1) year of experience.

NOTE: Formal training in data processing received at an accredited institution may be submitted with your application for an evaluation by the Department of Personnel for possible credit. These training courses will be examined to see how they compare, both in hours and content, to college courses to which they equate. In-house training courses will not be accepted as meeting this criterion; thus, they will not be evaluated.

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:

PSTCHD@doh.nj.gov

- Mail the required documents to:

**Donna Wagner, Administrative Assistant 2
Community Health Division
Reference Posting #
New Jersey Department of Health
PO Box 355
Trenton, NJ 08625-0355**

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.*

- *Newly hired employees must agree to a thorough background check that will include fingerprinting.*
- *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.*
- *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.*
- *In compliance with federal law, all persons hired will be required to verify identity and eligibility to work in the United States and to complete the required employment eligibility verification form upon hire.*
- *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.*
- **The New Jersey Department of Health is an Equal Opportunity Employer.**
- *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.*