

 <p><b>STATE OF INDIANA</b> CLASSIFICATION SPECIFICATION</p>	<b>Class Title:</b> Statistician 3		<b>Class Code:</b> 001CB3
	<b>FLSA Status:</b> Non-Exempt	<b>Salary Schedule:</b> PAT 3	<b>Effective Date:</b> 11-11-14
	<b>Summary</b> Incumbent serves as a statistician planning, directing and conducting statistical research and analysis in a broad program area.		

**Duties:**

- Studies the statistical concepts and methods underlying current research projects in a program area;
- Implements changes in methods based upon these studies in order to improve the accuracy and usefulness of the data;
- Evaluates suitability of methods in terms of changes in characteristics of data, in new methods of measurement and/or in changing uses of findings;
- Supervises the compilation, review and validation of data gathered from a variety of sources including determining and correcting errors;
- Performs intricate statistical analysis utilizing statistical techniques such as tabulation, compilation, interpolation and evaluation;
- Prepares and assists lower-level statisticians in preparing complex narrative, graphic and statistical reports;
- Uses programmable calculator in order to interpret data according to standard programmable formulas;
- Works closely with data processing in coordinating the development of various program reports;
- Performs related duties as required.

**Job Requirements:**

- Specialized knowledge of the full range of statistical concepts, theories and measurement methods, including new methods and procedures;
- Specialized knowledge of research design and data processing methods and procedures;
- Thorough knowledge of legislative, federal, or state programs, policies and laws related to broad program area;
- Thorough knowledge of uses of data and projected changes in uses of data;
- Thorough knowledge of sources of statistical information and methods for obtaining and maintaining such information;
- General knowledge of mathematics, economics and government or business practices;
- Ability to analyze problems with the uses of data in order to effect appropriate changes in methods;
- Ability to write narrative reports and prepare effective graphic presentation of statistical information;
- Ability to interpret, apply and translate into work methods a variety of rules, laws and guidelines;
- Effectively communicate, both orally and in writing;
- Ability to analyze data and understand the implication of the data and findings.

**Difficulty of Work:**

Incumbent evaluates and implements a wide variety of sophisticated statistical techniques related to the compilation and analysis of data. Data is compiled from many sources and analyzed in many ways depending upon the varied uses of the findings. Incumbent must continually study and adopt new and standard methods of measurement to a variety of programs within the scope of the laws, regulations and policies of the program area.

**Responsibility:**

Objectives and goals are discussed with supervisor before and during the course of projects. Methodology and program development are left to the incumbent. Upon completion, work is reviewed for compliance.

**Personal Work Relationships:**

Contacts are with supervisory, professional, and clerical staff within incumbent's agency as well as employees of other agencies and the public. Purposes of contacts are for coordinating compilation of raw data and planning the most efficient uses of the results.