

Job Title: Data Analyst  
Location: Fort Worth, TX  
Full/Part Time: Full Time  
Regular/Temp: Regular

**Description:**

Salary Range: DOE

Under general supervision, the **Data Analyst** (DA) is a professional who provides strategic and tactical support to the organization by analyzing and interpreting the data to provide creative solutions. He performs data analysis with regard to client requests and develops rules and methodologies for effective data management. As a data interpretation expert, he should have knowledge of data analysis tools and computer systems technology. The **Data Analyst** (DA) will work in conjunction with Leprechaun's Department Managers to outline current processes and identify areas for improvement. The DA will work closely with the Senior Data Analyst to outline and prioritize solutions for improvement.

**Principal Accountabilities:**

Primary duties include, but are not limited to:

- Assist and work on analysis, design and implementation of data processes.
- Participate in activities for projects from planning to delivery to ensure that projects meet established business objectives and standards of quality.
- Be able to work on multiple tasks across various teams that often involve different applications as well as databases.
- Work on potential risks./issues and provide support for solutions as needed.
- Create and maintain process and software documentation.
- Create and execute test plans and test scripts, Design, implement, and optimize database(s), tables, stored procedures, views and functions.
- Support data manipulation generation, and cleanup requirements.

**Required Skills:**

- MS SQL server 2005 and 2008 programming and functional knowledge.
- Experienced in Data Base Development with SQL SERVER preferably with Health Care experience.
- Experience with ICD-9 code, CPT, HCPCS, and HCC codes.
- Experience in claim and member data.
- Experience in creating maintaining ETO and Store procedures for Automation.

**Knowledge, Skills and Experience with:**

Data Warehouse  
Data Marts  
Database Modeling  
Data Quality Concepts  
Performance Tuning

**Systems Experience Preferred:**

- SISS packages to handle process flows and management
- Microsoft Office Products (specifically Excel 2007)
- Excellent organization, communication, analytical, and interpersonal skills
- Ability to juggle multiple projects and tasks
- Excellent organizational skills
- Strong documentation skills' and attention to detail
- Demonstrated experience with software development process and release management.
- Experience in Healthcare industry a plus
- Requires solid technical skills in MS Office

**Material And Equipment Directly Used:**

- PC
- MS Office
- MS Project