

## POSITION DETAILS

<b>Job Title:</b>	Data Analyst / Senior Data Analyst
<b>APS Level:</b>	APS Level 5-6 depending on experience
<b>Division:</b>	Data, Research and Publications
<b>Location:</b>	Brisbane (also option of Adelaide, Canberra, Sydney)

### About the role

Reporting to an Assistant Director within the Data and Analytics team, Data Analysts and Senior Data Analysts:

- Provide timely, rigorous and accurate analysis of data, including large unit record datasets, in a form that is easily and quickly understood by its target audience
- Build partnerships and collaborate with policy and legal teams across the Commission, to translate quantitative and qualitative data into a format and narrative that supports evidence-based policy
- Report on publicly available data and data obtained via notice
- In consultation with policy and legal teams, develop data-related content for hearings, issues papers, other external documents and the final report
- Demonstrate agility and resilience in response to changing demands, a high workload and tight timeframes
- Contribute personal expertise to projects – for example, expertise may include in the areas of aged care delivery, policy developed, legal, economics, data, health, management, workforce and medical
- Undertake data and metadata acquisition, security, governance, curation, access, dissemination and interpretation

The successful applicant will also have:

- Significant experience in data management and analysis to support business functions and policy outcomes.
- Significant experience working with data/statistical software such as SAS and Excel to analyse large administrative and survey datasets.
- Strong strategic thinking and communication skills

### How to Apply:

If you're interested or wish to find out more information about the opportunities, please contact **Charlotte Dean** on **0438 125 602** or send your resume to [charlotte.dean@ipa.com.au](mailto:charlotte.dean@ipa.com.au)



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