

Data Scientist I

NCCPA History and Mission

Established as a not-for-profit organization in 1975, the National Commission on Certification of Physician Assistants (NCCPA) has certified over 131,000 physician assistants (PA) in the United States as of December of 2018. As the only certifying agency for PAs in the U.S., NCCPA (www.nccpa.net) is dedicated to serving the interest of the public by providing certification and recertification programs that provide confidence in certified PAs who provide millions of patients with access to affordable, high quality care. As the physician assistant profession continues to grow, so does our need to add to our highly qualified dedicated team at NCCPA. We are now seeking to add the new position of Recruiting Specialist to join our team.

Summary/Objective

The Data Scientist I will provide expertise on data science issues and application development on NCCPA's exam related activities and will conduct research related to NCCPA's exam programs.

Essential Functions

- Work with psychometric staff team to accomplish operational tasks
 - Standard settings
 - Item bank analyses
 - Test form construction
 - Technical reports and documentation
 - Other routine statistical analyses
- Work with psychometric staff team to create, enhance, and maintain functions and/or applications for
 - Data collection
 - Item bank analytics
 - Report generation
 - Test form construction
- Lead the creation of data visualizations to support internal and external NCCPA initiatives.
- Provide input on the generalization of procedures conducted by psychometric staff.
- Write SQL queries to assemble data for analysis from a large relational database.
- Create and maintain file and folder structures to support psychometric tasks.
- Create and maintain procedure and user guides for applications created.
- Contribute to efforts to improve NCCPA's exam products through innovative data science approaches
- Provide guidance and support on psychometric quality assurance processes on exam related data queries and reports for NCCPA.
- Maintain current knowledge of latest trends and relevant research in data science.
- Assist in the NCCA accreditation process by supplying exam data as required.
- Represent NCCPA on assessment and research issues with internal and external constituents.
 - Conduct presentations at psychometric and data science related conferences.
 - Serve as an active member on cross departmental teams as needed.

Note: Job functions preceded by an asterisk (*) are identified as essential functions where reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Competencies

- Communication
- Problem Solving/Analysis
- Quality
- Results Focus
- Teamwork

Supervisory Responsibility

None.

Work Environment

This job operates in a professional office environment. This role routinely uses standard office equipment such as computers, phones, photocopiers, filing cabinets and fax machines.

Physical Demands

While performing the duties of this job, the employee is regularly required to communicate with colleagues, operate standard office equipment.

Position Type/Expected Hours of Work

This is a full-time position. Days and hours of work are Monday through Friday, 8:30 a.m. to 5 p.m.

Travel is primarily local during the business day, although some out-of-area and overnight travel may be expected.

Required Education and Experience

- MS required, PhD preferred in Statistics, Computer Science, Data Science, or Psychometrics
- Experience with data querying languages (e.g. SQL), scripting languages (e.g. R, Python), and/or statistical/mathematical software (R, SAS)
- Experience working with large relational databases
- Ability to create interactive data visualizations using a framework such as R Shiny, SAS
- Ability to develop applications and functions in R & R Shiny
- Knowledge of data science tools, their capabilities and limitations
- Ability to organize and plan work effectively
- Ability to handle multiple projects simultaneously
- Ability to conduct presentations on technical data science issues to a wide range of audiences
- Demonstrated ability to function productively as a team member
- Expertise in oral and written communication skills

Additional, Preferred Education and Experience

- Two years applied data science experience is preferred.

Benefits Package

NCCPA offers a competitive compensation and benefit package for those who join our team. Benefits include group medical, dental and vision coverage, health reimbursement arrangement, life insurance and short- and long-term disability coverage. In addition to time off for holidays, our employees enjoy a generous paid time off program for vacation, personal and sick time, flexible time, and telecommuting. Other benefits include a robust 401(k) plan, profit sharing as well as flexible spending, and tuition and health club reimbursement programs. We also offer a complimentary snack bar.

Interested Candidates

Please forward a copy of your resume and salary requirements to hr@nccpa.net.