UNIVERSITY OF CYPRUS
biobank.cy
CENTER OF EXCELLENCE IN BIOBANKING AND BIOMEDICAL RESEARCH
MOLECULAR MEDICINE RESEARCH CENTER
VACANT POSITION FOR ADMINISTRATIVE SUPPORT STAFF – <u>DATA ANALYST</u>

Title: Administrative Support Staff (Data Analyst)

Number of positions: One (1)

Category: Contract for 2 years, with potential for renewal

Place of employment: University of Cyprus, Nicosia

The Molecular Medicine Research Center of the Center of Excellence at the University of Cyprus has one opening for an Administrative Support Staff(Data Analyst) position, to work for the research program: Center of Excellence in Research and Innovation - Biobanking and the Cyprus Human Genome Project (*CY*-Biobank)", which is co-funded by the European Commission, the Republic of Cyprus and the University of Cyprus.

Responsibilities

- Collaborate with researchers in building reports and dashboards with useful analyses and strong data insights.
- Explain trends across data sources, and data caveats for descriptive, diagnostic, predictive (including forecasting), and prescriptive data analysis.
- Understand and document the full lifecycle of data so that all data can be integrated, modeled for easy analysis, and analyzed for data insights.
- Preparing of reports based on key performance indicators (KPI) for the biobank.cy director.
- Setup, maintain and operate of assisting software, as e.g. I2B2, transMart, Atlas/Achilles, etc.
- Expand our databases with clean data by implementing data quality tests while continuously reviewing, optimizing, and refactoring existing data models
- Responsible for data anonymization and data stewardship
- Provide data modeling expertise to all biobank.cy members through code reviews, pairing, and data quality training to help deliver optimal, DRY, and scalable database designs and queries
- Approve data model changes as a Data Team Reviewer and code owner for specific database and data model schemas
- Maintain our data pool with timely and quality data
- Contribute to and implement data warehouse and data modeling best practices, keeping reliability, performance, scalability, security, automation, and version control in mind
- Build and maintain data exchange pipelines and ETL processes from internal databases and SaaS applications.

Requirements

- BSc in Computer Science or a relative field (e.g. Mathematics, Statistics, etc).
- 3+ years of experience in a relevant role
- Professional experience in statistics and data analytics.
- Very good knowledge with a statistical programming language eg. R, SPSS, etc.
- Very good knowledge of database systems and data warehousing, familiarity with the command line.
- Good knowledge of visual analytics methods.

- Knowledge of medical data interoperability, FAIR data management principles, machine learning and AI methods and data quality assessment.
- Experience building reports and dashboards in a data visualization tool
- Passionate about data, analytics and automation. Experience cleaning and modeling large quantities of raw, disorganized data. Experience with a variety of data sources.
- Hands on experience working with SQL, Python, API calls, and JSON, to generate scientific insights.
- Effective communication and collaboration skills, including clear status updates
- Self-motivated and self-managing, with strong organizational skills
- Very good command of written and spoken English language.

Personal requirements

- Service orientation, sociability and teamwork
- High load capacity in stress situations and high operational readiness and reliability
- Independent, structured and careful way of working

We offer an open and friendly working environment, a responsible job in a dedicated team and a challenging area of responsibility. Comprehensive continuing education offers long-term personal development opportunities.

Terms of employment

The position will be for full-time employment with a 2-year contract and potential for renewal. The monthly gross salary will be commensurate to qualifications and previous experience and ranges between €1500 and €2000. Employee's contributions shall be deducted from this amount. There is no provision for 13th salary.

Submission of applications:

1. A letter expressing interest to the position with a brief description of qualifications (1 page)

2. A brief curriculum vitae with description of previous experience (2 pages)

3. Contact details for at least two people qualified to provide recommendation for the candidate

4. Certificates attesting to the good knowledge of the Greek and English language, unless this is attested by the mother tongue of the candidate or he/she is a graduate of a Greek/English school/University.

At least the best three candidates that satisfy the required qualifications, will be interviewed by a 3-member Committee.

Candidates shall be informed of the result of their application by the relevant entity.

The University of Cyprus shall collect and process your personal data according to the provisions of the General Regulation on Personal Data 2016/679 (EU).

The application material should be sent electronically as one single pdf file to:
biobank@ucy.ac.cy **at the latest until 30 April 2021.**

For more information the candidates may contact the Coordinator of the project, Prof. C. Deltas, Tel.: 22-892882 or Email: Deltas@ucy.ac.cy