

BIostatistician

DISTINGUISHING FEATURES OF THE CLASS: Under the general supervision of the Assistant Commissioner of Health, the incumbent in this class plans, supervises and coordinates biostatistical studies for programs in the Health Department. As a member of the Planning and Evaluation Unit of the Health Department, this position participates in socio-economic research in coordination with other health personnel. Supervision may be exercised over support staff. Does related work as required.

EXAMPLES OF WORK: (Illustrative Only)

Consults with public health professionals concerning the formulation of objectives, scope, and approaches for biostatistical aspects of medical studies;

Acts as consultant in the areas of sample design, form design, methods of collection, reporting, and analysis of data;

Conducts studies related to public health issues and makes recommendations based on results;

Reviews, analyzes, and interprets biostatistical studies for other department employees;

Assists clinicians and program directors in the preparation of reports and publications;

Serves as a member of an interdisciplinary research team;

Attends scientific and statistical meetings;

Develops, tabulates and analyzes vital statistics;

Supervises the planning and development of the technical aspects of the Department's vital records systems;

Conducts data analyses for special statistical and research studies;

Maintains liaison with the Data processing Department regarding processing of statistical data;

Provides information to health providers and the general public regarding health issues;

Reviews and coordinates research requests for statistical data and establishes priorities;

Prepares and reports routine data to community or regulatory agencies as required;

Uses computer applications or other automated systems such as spreadsheets, word processing, calendar, e-mail and database software in performing work assignments.

REQUIRED KNOWLEDGE, SKILLS, ABILITIES AND ATTRIBUTES: Thorough knowledge of the principles, theories and techniques of descriptive and inferential statistics; thorough knowledge of the sources of information and application of statistical methods related to the vital, statistical, health and medical fields of study; good knowledge of the regulations and objectives of health department programs; good knowledge of current developments in the field of statistics or biostatistics; ability to prepare written reports and summaries including charts and graphs; ability to use established mathematical and statistical methods; ability to establish and maintain effective work relationships; ability to communicate effectively both verbally and in writing; ability to effectively use computer applications such as spreadsheets, word processing, calendar, e-mail and database software in performing work assignments; tact; initiative; resourcefulness; sound judgment; accuracy; physical condition commensurate with the demands of the position.

MINIMUM ACCEPTABLE TRAINING AND EXPERIENCE A Bachelor's Degree* and three years of experience where the primary function of the position was professional statistical analysis used in health or medical research projects.

SUBSTITUTION: Post baccalaureate study in Biostatistics, Statistics, or Public Health with a concentration in Biostatistics, Statistics or Epidemiology may be substituted for the required experience at the rate of 30 credits* per year.

NOTE: Unless otherwise noted, only experience gained after attaining the minimum education level indicated in the minimum qualifications will be considered in evaluating experience.

*SPECIAL NOTE: Education beyond the secondary level must be from an institution recognized or accredited by the Board of Regents of the New York State Education Department as a post-secondary, degree-granting institution.