JOB TITLE: Data Optimization & Visualization Analyst   **FLSA:** Independent Contractor

Data is the key to our success. If you are a master at unlocking strategies and solutions through decoding and analyzing data, Blackbox Healthcare Solutions could open the door to your future. This position is responsible for the coordination and implementation of agreed upon project deliverables between the client and Blackbox Healthcare Solutions. This person serves as the subject matter expert in healthcare data analytics, designing and executing quantitative and qualitative analysis and report writing to provide the client with strategic data-driven decision tools. Partners with clinical operations professionals in the creation and review of reporting and analytics tools. Provides industry and analytical expertise to identify opportunities for sustained business improvement and automation throughout the life cycle of the partnership.

ESSENTIAL FUNCTIONS:

1. Collaborate with a network of highly skilled consultants to solve client analytics problems and delivering high impact projects within the data strategy space. Drive the collection, analysis, and review of clinical, operational, and patient data for the client to understand their current business trends and related financial state; performs ongoing reviews to support continued partnership.
2. Play an active role in growing Blackbox Healthcare Solutions' Data and Analytics practice by gathering client and market information through interviews, surveys, workshops, and market research, capturing and translating complex business issues and requirements into structured solutions, and continuously developing knowledge of emerging technology and analytics techniques.
3. Develops standard and customized findings reports to support the client deliverables.
4. Support our clients in developing their data strategy by understanding and articulating data challenges, in collection management and cleanliness of data, building data models, gleaning insights, and identifying trends to drive better business outcomes.
5. Contributes to proposals and solicits customer feedback when appropriate and needed.
6. Leads implementation projects with CNO and COO guidance.
7. Provides complex analysis, interpretation, and counsel to COO for representation to clients.
8. Works with other consultant(s) and analyst(s) to obtain necessary research and insights for a plan to resolve any management and client questions; ensures coordinating resources are collecting customer (internal and external) feedback as required.
9. Responsible for the accuracy of client and operational databases, reports, and related details through audits, queries, and operational reviews; ensures colleague consultant(s) and analyst(s) are appropriately working with colleagues to resolve discrepancies.
10. Assists CNO and COO with setting and achieving overall objectives, including proposed budgets, timelines, materials, talent, and other project requirements.
11. Interprets and applies company policies and procedures and assists with applicable laws, rules, and regulations; receives guidance within these areas as needed.
12. Contributes to the efficiency and effectiveness of the company's service to its customers by offering suggestions and directing or participating as an active member of a work team.
13. Performs all functions according to established policies, procedures, regulatory and accreditation requirements, as well as applicable professional standards. Provides all customers of Blackbox Healthcare Solutions with an excellent service experience by consistently demonstrating our core behaviors.

NOTE: The essential functions are intended to describe the general content of and requirements of this position and are not intended to be an exhaustive statement of duties. Specific tasks or responsibilities will be documented as outlined by the incumbent's immediate manager.

Enjoy data as much as we do? If the answer is yes, let Blackbox Healthcare Solutions unlock your career's possibilities. Apply today.

MINIMUM QUALIFICATIONS:

Education and Experience:
Bachelor's degree in a quantitative or technical discipline and at least 5 years of progressive experience within the healthcare industry, including the clinical and operational settings, or equivalent education and experience.

Required Knowledge and Skills:

- Natural curiosity, creativity, and humility with a demonstrated proactiveness and perseverance in complex environments.
- Expert knowledge of Business Intelligence or Information Management, preferably within a healthcare consulting environment.
- Demonstrated ability to create and drive roadmaps for analytics projects and to develop an organizational data strategy.
- Methods and approaches to analyze and improve healthcare operations and data quality.
- Working knowledge of programming languages (SQL, Python, R, etc.).
- Experience using various data analysis and visualization tools to discover and present relevant insights, including visualization/reporting tools (such as Tableau, Power BI, Spotfire).
- Analyzing healthcare operations from multiple perspectives and settings.
- Identifying, documenting, and reporting on operational improvement.
- Operating in both a team and an individual contributor environment.
- Contributing effectively to the accomplishment of team or work unit goals, objectives, and activities.
- Establishing and maintaining effective working relationships with a variety of individuals, internal and external.
- Correct business English, including spelling, grammar, and punctuation.

PHYSICAL/MENTAL REQUIREMENTS:
The physical demands described herein are representative of those that must be met by an employee to successfully perform the essential functions of the job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Mobility to work in an office setting, use standard office equipment and stamina to sit for extended periods of time; strength to lift and carry up to 10 pounds; vision to read printed materials and computer screens; and hearing and speech to communicate in person or over the telephone.

WORKING ENVIRONMENT: Work is performed in an office setting and subject to travel as outlined above and associated risks in healthcare environments.