Missouri Department of Economic Development

HUMAN RESOURCES
301 W High Street, Suite 720
Jefferson City, MO 65102

To apply, please visit mocareers.mo.gov and select the Department of Economic Development's job openings.

Closing Date: June 16, 2021

An Equal Opportunity Employer
CAREER OPPORTUNITY

Data and Economic Analyst

Strategy & Performance Division
Harry S Truman State Office Building – 301 W. High Street
Jefferson City, MO

SALARY (based upon credentials): $38,000 - $50,000

Come join the team that is committed to using operational and economic data like never before. We are in search of a motivated and proactive team player. Are you ready to grow and share your expertise to integrate strategic data with decision-making throughout the organization? Are you eager to deliver on accessible and actionable data through data management, governance, analysis, and visualization? If so, this role is for you!

Your Primary Focus Will Be:

- Objective 1: Support development of actionable operational data analyses and dashboards
    - Support efforts by program leaders to translate program data and goals into effective and efficient program dashboards utilizing Tableau
    - Perform customized analysis and visualization of operational data
    - Oversee data readiness and improvements of monthly department performance dashboard
- Objective 2: Facilitate the growth of the department's data literacy, analysis, and visualization skills, and support effective data management
    - Deliver subject matter expertise, technical assistance, and effective communication of data skills and concepts, including Excel and Tableau skills to internal customers
    - Promote data literacy and skills by monitoring and ensuring access to data training, resources, and tools, and ensuring best practices are utilized
    - Encourage and support data management and governance improvements
- Objective 3: Provide the Department with high quality and consistent economic and fiscal impact analyses and facilitate its use in project selection and program evaluation
    - Gain familiarity with customized use of the REMI economic impact model software to produce economic and fiscal impact analyses
    - Make continuous improvements to DED's impact analysis process, including an annual calibration of the model
    - Deliver effective communication of general economic concepts and results of impact analyses to internal customers
- Objective 4: Support efforts to ensure insights and decisions are informed by actionable economic, community, and workforce data and research
    - Provide DED team members with customized research through the compilation, interpretation, and visualization of structured data from secondary sources
    - Support efforts by DED team members to conduct internal and external surveys and analyze results to gain actionable insights
    - Support additional planning and analysis needs that surface

DED – we create greater opportunities for Missourians to prosper!
business development   community development   workforce development   tourism
Equal Employment Opportunity Employer

Qualifications:

- A bachelor's degree in a related field
  AND
- Two to four years of relevant experience

Demonstrated Knowledge, Skills, and Abilities:

- Operational Data
    - Strong in intermediate data analysis and visualization utilizing tools such as Excel and Tableau; ready to learn more advanced techniques
    - Competent in data literacy concepts
    - Experience working with complex and unstructured primary data sources preferred
- Economic Research and Impact Analysis
    - Basic understanding of economic concepts; ready to gain a deeper understanding
    - Competent in drawing key insights from secondary data sources
    - Experience with economic impact modeling (e.g. RIMS II, IMPLAN, REMI), statistical/econometric analysis, or financial modeling preferred but not required
- Competencies
    - Outstanding attention to detail, analytical skills, and logical reasoning
    - Curiosity and motivation to learn new things quickly and thoroughly and teach others
    - Sharp problem solving and critical thinking skills
    - Very successful at inspiring trust and developing strong interpersonal relationships
    - Succinct, persuasive & clear in written and oral communication, particularly with complex analysis, processes, or results
    - Ability to define, lead, and manage multiple tasks within a workstream as part of a larger project