



JOB DESCRIPTION

JOB TITLE: SENIOR EPIDEMIOLOGIST
LOCATION: P.O BOX 500409, SAIPAN, MP
96950
JOB CODE: PROFESSIONALS

DEPARTMENT: GET, LLC/CHC, LLC / CDC
DPEI

REPORTS TO:
FLSA / PAY GRADE:

APPROVED BY: _____

DATE: _____ March 28, 2022

SUMMARY

The Senior Epidemiologist will focus on providing high level expertise in designing, planning and initiating epidemiologic studies, surveys and investigations for COVID-19 and other infectious disease threats with the Commonwealth Healthcare Corporation (CHCC) located in the Commonwealth of the Northern Mariana Islands (CNMI). Also, the candidate will be responsible for supporting internal and external partners on the scaling up of testing, community-based testing sites and other activities related to COVID-19 testing, case investigation, contact tracing, surveillance, containment, and mitigation with surge in high-risk areas within CNMI.

ESSENTIAL DUTIES AND RESPONSIBILITIES

Evaluates data collection, quality control, and data utilization methods used to study epidemiological problems and issues.

Assist in the interim for the recruiting and hiring of Epidemiologists in support of COVID-19 work plan activities including large-scale data management involving cleaning, merging and transforming of data sets.

Provides data management, reporting and analysis support to improve effectiveness of surveillance, investigation and other epidemiologic practices using SPSS, R, SAS, EpiInfo and other statistical packages and tools (such as Excel, Tableau, ArcGIS, SQL).

Ensures application of principles of informatics, including data collection, processing and analysis, in support of epidemiologic practice.

Evaluates analysis of data from an epidemiologic investigation or study.

Determines evidence-based interventions and control measures in response to epidemiologic findings.

Ensures preparation of written and oral reports and presentations that communicate necessary information to professional audiences, policy makers and the general public.

Develops reports, briefs, manuscripts, white papers, info papers, action memos, presentations, publications and packages.

Provides programming support in the development and maintenance of active projects.

Serves as an organizational subject matter expert on data related issues to assist users in meeting their needs.

Reviews project reports, findings, applications, data sets and models for anomalies to ensure accuracy.

Analyzes research findings and makes recommendations for future research needs.

Translates and presents complex analyses into action-oriented recommendations to clients and/or large groups.

Other duties may be assigned.

EDUCATION / EXPERIENCE

Master's degree with a focus in **epidemiology** with four (4) or more years' work experience in epidemiology or equivalent degree; or **Doctoral-level epidemiologist** with at least two (2) years' work experience at a senior epidemiologist level; or other non-epidemiology professional degree or certification (e.g., RN, MD/DO, DDS/DMD, DVM, PhD, RS) with specific epidemiology training (e.g., MPH degree, CDC Epidemic Intelligence Service program) and at least four (4) years' work experience at a senior epidemiologist level. Proven experience in SPSS, SAS, and/or R. Familiarity with governmental agency policies, procedures, and culture is desirable.

CERTIFICATES, LICENSES, REGISTRATION

Must be able to obtain government security clearance
U.S. Citizens/Green Card only due to government or federal requirements

JOB SPECIFIC KNOWLEDGE / SKILLS / ABILITIES

Knowledge of public health and social science approaches. Experience in communicable diseases, their transmission, prevention and control methods. Knowledge of the principles, practices and methods to plan and implement public health programs.

Knowledge of analytical and evaluative techniques.

Synthesize principles of good ethical/legal practice for related to study design, data collection and dissemination.

Must have experience with hospital data or large semi-structured datasets, data cleaning, data warehousing, database development, data visualization using tools such as Tableau.

Experience with implementing EHR systems to increase responsiveness to COVID-19 surges.

Ability to collect, analyze, quality assure, interpret, and present statistical data; and communicate effectively orally and in writing with health care professionals and the public.

Position will be split between in-person and remote work.

All qualified applicants will receive consideration for employment without regard to race, color, sex, sexual orientation, gender identity, religion, national origin, disability, veteran status, age, marital status, pregnancy, genetic information, or other legally protected status.