

	Prior 7/1/2004	After 7/1/2004
Class Code:	N/A	9335
Title:	N/A	Data Analyst
Pay Grade:	N/A	N/A
Pay Band:	N/A	Professional
FLSA:	N/A	Exempt

## UNIVERSITY OF WEST FLORIDA POSITION SPECIFICATION

**Title: Data Analyst**

### **Job Summary:**

This is work that provides support to users of administrative computing systems, focusing primarily on helping users retrieve and interpret the information contained in the enterprise databases.

### **Example description of duties (not all inclusive):**

Follows ITS Support Center processes, providing customers with needed information, resolving technical problems, and/or delivering a specific technical service.

Performs all phases of system development.

Enhances, supports, and maintains assigned services.

Collaborates effectively with the team leader and other team members and understands, accepts, and executes their assigned individual tasks.

Insures that all phases of a project are completed.

Specific job functions, position qualifications, knowledge, skills and abilities are listed on each position's job questionnaire.

### **Minimum Qualification Requirements:**

Master's degree in an appropriate area of specialization; or a bachelor's degree in an appropriate area of specialization and two years of appropriate experience.