

# ARIZONA DEPARTMENT OF ENVIRONMENTAL QUALITY

We are looking for results-oriented, driven individuals with a thirst for problem solving.

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## Data Analyst Waste Programs Division

### JOB SUMMARY

At ADEQ our vision is to be the number one state in the nation in balanced, leading-edge environmental protection; through technical and operational excellence; and radical simplicity for customers and staff. We are currently looking for employees who are committed to our Agency, passionate to excel in their career and engaged in our mission. Only this caliber of employee will be successful in driving our Agency towards accomplishing our vision.

The Data Analyst is responsible for providing the Waste Programs Division with maintenance and execution support for all databases within the division. This includes, managing the internal water quality database and providing data support to all value streams in the division.

#### Primary Responsibilities:

- Identify, extract and mine data from designated sources, reorganize it in a format that can be easily analyzed, integrated for the intended purpose. Develop statistical, analytical, and executive level reports, dashboards and charts that show data in a context that allows decision-makers to gain insights into the data and make informed business decisions.
- Researches best practices and supports developing the solutions and recommendations for the current business operations; Works with stakeholders to identify data and analytical requirements; Provides business data interpretation; Helps to produce ad hoc data and reports
- Performs routine analysis using various techniques, e.g. statistical analysis, explanatory and predictive modeling, data mining.
- Works on projects/matters of limited complexity in a support role; Performs or assists with source-to-target data mapping for data migration to new systems or data warehouses, including scripting in one or more languages.
- Ability to analyze, interpret and evaluate information gathered from multiple sources, consolidate details and extract to functional requirements; translate user requirements to business, functional and test scenarios for projects; develop technical documentation; communicate verbally and in writing with internal and external customers; successfully initiate and maintain complex relations; work and be productive in one-on-one and group settings; balance, prioritize and organize multiple tasks and complete assignments by applicable deadlines; take the lead on projects.

Do you think you have the combination of commitment, passion, and talent to help drive this Agency to realizing our vision? If so, **apply today**. To learn more about us, our organizational habits known as the ADEQ Way, our culture, and other positions we have open, visit us at [DEQ/careers](http://DEQ/careers)

### Minimum Requirements:

- Bachelor's degree in Data Analytics, Computer Science, Information Systems, Industrial or Environmental Engineering with data analytics minor.
- 5 years' experience in data analysis, data analytics.
- Working knowledge of data management, modeling techniques, and data QA/QC methods per EPA and state methodology frameworks.
- Working knowledge of data gathering, cleansing and transforming techniques; data warehousing and ETL techniques; statistical software.
- Skilled in coding languages such as SQL, Python and/or R; Analysis and problem-solving; Reporting and data visualization using software like Tableau and other visualization tools; technical writing.
- Strong customer service skills, interpersonal, written and oral communication skills.
- Strong problem-solving skills and attention to detail.
- Ability to work with and understand large data sets; Communicate effectively, both verbally and in writing; QA and troubleshoot data; and develop various statistical, analytical reports, and dashboard reports for various users.

- Ability to compile and interpret legal, economic, scientific, and technical findings in order to prepare a narrative with statistical reports with supportable documentation aligned with agency's data governance program.
- Ability to develop and recommend policies and procedures; assemble and interpret statistical data.
- Must be able to prepare reports and manuals, interpreting and summarizing technical and/ or complex information for use by less knowledgeable individuals.
- Must be able to communicate clearly and mediate, negotiate and facilitate resolution of projects, problems, or issues.

## BENEFITS

Among the many benefits of a career with the State of Arizona, there are:

- 10 paid holidays per year
- Accrual of sick and annual leave beginning at 12 and 13 days per year respectively for full-time employees
- A top-ranked [retirement program](#) with lifetime pension benefits
- A [robust and affordable insurance](#) plan to include medical, dental, life, short-term and long-term disability
- An incentivized [commuter club](#) and public transportation [subsidy program](#)
- We promote the importance of work/life balance by offering workplace flexibility
- We offer a variety of learning and career development opportunities

## Click **APPLY** to submit your resume

Arizona State Government is an AA/EEO/ADA Reasonable Accommodation Employer. Hired employees will be subject to E-Verify. Persons with a disability may request a reasonable accommodation such as a sign language interpreter or an alternative format by contacting Margarita Lane, ML6@azdeq.gov. Requests should be made as early as possible to allow time to arrange the accommodation. Having trouble applying? Email [HRIShelpdesk@azdoa.gov](mailto:HRIShelpdesk@azdoa.gov) or call 602-542-4700 for assistance