Data Analyst/Research Associate, The Quattrone Center for Fair Administration of Justice

Penn Law is one of the nation’s oldest and most distinguished law schools. We offer a distinctive cross-disciplinary legal education, drawing on the depth and breadth of the University of Pennsylvania. The resulting intellectual opportunities and professional relationships bridge traditional boundaries and disciplines, making Penn Law an extraordinary supportive academic community for its scholars and students alike.

The Quattrone Center for the Fair Administration of Justice is dedicated to evidence-based criminal justice research and discovering meaningful and effective ways of identifying and eliminating errors. Much of our research portfolio utilizes empirical data to fulfill this objective. We are looking for a Research Data Analyst to further our research. The Research Data Analyst will be working collaboratively with a team of researchers on a variety of data-centric research projects focused on improving the criminal justice system.

**Job Description**

With general direction, the Research Data Analyst will perform data analysis and assist with design of complex data models based upon research requirements. As part of a team, the data analyst will work with administrative and other data from a variety of sources. The data analyst will develop and utilize a variety of data scraping, cleaning and manipulation techniques allowing various analyses and visualizations. The data analyst will work with one or more project teams and will be expected to deliver creative and effective solutions to any data management and analytic issues that arise in the course of research and assist in developing ways to effectively communicate analytic results to various audiences. Occasional travel outside of Philadelphia may be required.

**Responsibilities**

- Mining, scraping, cleaning, and preparing various types of data from disparate systems for analysis;
- Integrating data to a central database format to generate ongoing reports or conduct inquiries and studies;
- Assisting in the design and deployment of data collection instruments and surveys;
- Conducting descriptive and multivariate data analyses;
- Reviewing and analyzing information collected through surveys, reports and interviews;
- Creating data visualizations;
- Assisting in preparing reports, written materials and presentations for various audiences;
- Assisting on other projects and tasks as assigned.

**Qualifications**

- Bachelor’s degree in computer science, data science, social science (economics, criminology, sociology, etc.) or related discipline and two years of relevant work experience, or equivalent combination of education and experience (e.g. Master’s degree in a related discipline), are required.
- The ideal candidate will be intellectually curious, experienced in data analysis and visualization, and driven to apply these skills and traits to accomplish real world impact that benefits society.
- Strong background in quantitative and qualitative research methods
• Demonstrated experience in quantitative data collection, data cleaning, analysis, and visualization using a programming language such as R, Python, STATA, SAS or similar;
• Demonstrated experience with PDF and web scraping;
• Other experience in coding/programming and application/dashboard development a plus
• Ability to work on multiple projects effectively and efficiently,
• Strong interest in or experience with fairness and equality issues in criminal justice;
• Strong oral and written communication skills.
• A commitment to a collegial and collaborative workplace.


The University of Pennsylvania and its Law School are equal opportunity employers.