



### JOB INFORMATION

<i>Job Code:</i>	185529
<i>Job Title:</i>	Biostatistician II
<i>FLSA Status:</i>	Exempt
<i>Supervisory:</i>	May oversee student, temporary and/or resource workers.
<i>Job Family:</i>	Business Data Analysis
<i>Job Family Group:</i>	Data Analysis
<i>Management Level:</i>	7 Individual Contributor

### JOB SUMMARY

Responsible for working with Principal Investigators (PI) performing statistical analysis and programming, independently or under the direction of a Senior Biostatistician or faculty member. Works with investigators on the design and conduct of clinical studies, conducts statistical analysis of study data, and collaborates on the interpretation and reporting of the study results to be incorporated into reports, publications and presentations. Assists with training groups and individuals on the proper use and interpretation of clinical statistics, use of statistical software programs, research design, and other research-related topics.

### JOB QUALIFICATIONS:

#### Education

<i>Req</i>	<i>Pref</i>	<i>Degree</i>	<i>Field of Study</i>	
X		Master's degree		Or
X		Master's degree	Biostatistics	Or
X		Master's degree	Statistics	Or
X		Master's degree	in related field(s)	Or
	X	Master's degree		

#### Additional Education

*Check here if experience may substitute for some of the above education.*

Combined experience/education as substitute for minimum education

#### Work Experience

<i>Req</i>	<i>Pref</i>	<i>Work Experience</i>	<i>Experience Level</i>	
X		3 years		
	X	5 years		

#### Additional Work Experience

*Check here if education may substitute for some of the above work experience.*

Combined experience/education as substitute for minimum work experience

## Knowledge, Skills and Abilities

Req	Pref	Functional Skills
X		Experience in biostatistics, statistics, biometry or related field.
X		Experience in statistical programming using standard statistical packages (e.g., SAS, R, STATA).
X		Working knowledge of regulatory Data Standards (e.g., CDISC/ADaM).
X		Knowledge of clinical research regulatory requirements (e.g., Good Clinical Practice [ICH / GCP], FDA / CFR).
X		Ability to interact productively as part of a research team.
X		Ability to present ideas clearly and effectively, both orally and in writing.
	X	Prior experience as a biostatistician in a medical research environment.

## Other Job Factors

## JOB ACCOUNTABILITIES

	% Time	Essential	Marginal	N/A
Collaborates with the Principal Investigator (PI) and study team on various research projects in study design, conduct and analysis.				
Develops project analysis plan, including computer-generated table specifications, statistical analysis plan, and research report format.				
Independently performs statistical analyses of clinical datasets with the use of both traditional analysis methods as well as more advanced statistical methods.				
Collaborates with study team in database design and management for assigned projects.				
Interprets data. Prepares and disseminates project/study summaries, as required.				
Supports and advises researchers within the university with statistical aspects of studies, including external grant applications where statistical support is required. Assists researchers in verification of correct statistical output.				
Prepares reports, publications and presentations for academic and non-academic audiences.				
Trains and assists in the orientation of new statistical staff.				
Participates in regularly scheduled meetings with study investigators and teams.				
Maintains awareness and knowledge of current changes within legal, regulatory, and technology environments by reading journals and other pertinent publications, and participating in professional organizations, meetings and seminars, as required.				

## Other Requirements

Essential:	Emergency Response/Recovery	Essential:	Mandated Reporter
	In the event of an emergency, the employee holding this position is required to "report to duty" in accordance with the university's Emergency Operations Plan and/or the employee's department's emergency response and/or recovery plans. Familiarity with those plans and regular training to implement those plans is required. During or immediately following an emergency, the employee will be notified to assist in the emergency response efforts, and mobilize other staff members if needed.		A mandated reporter who in his or her professional capacity has knowledge of, or reasonably suspects a person who is under the age of 18 years, elderly, or a dependent adult has been the victim of abuse or neglect must report the suspected incident. The reporter must contact a designated agency immediately or as soon as practically possible by telephone or in writing within 36 hours. By virtue of the associated job duties, this position qualifies as a mandated reporter as required by state law and USC's policy at: <a href="https://policy.usc.edu/mandated-reporters/">https://policy.usc.edu/mandated-reporters/</a>
	<i>Campus Security Authority (CSA)</i>		<i>Essential:</i>
	By virtue of the associated job duties, this position qualifies as a Campus Security Authority as required by law and USC's policy at: <a href="https://dps.usc.edu/alerts/clery/">https://dps.usc.edu/alerts/clery/</a>		No

## ACKNOWLEDGMENTS

The above statements reflect the essential and non-essential functions as necessary to describe the principle contents of the job. They are not intended to be a complete statement of all work requirements or duties that may be required of the

position. I understand that I may be asked to perform other duties as assigned. USC reserves the right to add or change duties at any time.

The University of Southern California is an Equal Opportunity Employer. USC prohibits discrimination on any basis protected under federal, state, or local law, regulation, or ordinance or university policies. All employment decisions are based on individual qualifications and business need.

I acknowledge receipt of this job description and its associated physical requirements. I have read and understand the job description and job requirements and agree to abide by their contents. I realize that duties may be requested of me that are not specifically stated herein. I understand that I will be expected to adjust to potential fluctuations in work volume. I understand that, if I have any questions about the essential functions or expectations of my position, my supervisor and/or HR partner are available to discuss them with me.

_____	_____	_____
Print Employee Name	Signature	Date
_____	_____	_____
Print Manager Name	Signature	Date

This job description describes the general nature and level of work required by the position. It is not intended to be an all-inclusive list of qualifications, skills, duties, responsibilities or working conditions of the job. The job description is subject to change with or without notice, and Management reserves the right to add, modify or remove any qualification or duty. Nothing in this job description changes the existing at-will employment relationship between the university and the employee occupying the position.