



American Samoa Community College
Pacific Center in Human Security Division
EMPLOYMENT OPPORTUNITY

Position Title: Data and Quality Analyst
Employment Status: Full Time 12 months (Career Service)

General Description:

The Money Follows the Person (MFP) Demonstration Project is a time limited Medicaid initiative that supports qualified Medicaid beneficiaries to transition from long-term care facilities and back into their homes and communities. The MFP is housed under the University transition practices after the project's end date in 2026. The primary purpose of the Data and Quality Analyst is to work with the MFP team and broader agency and partners to create the desired outcomes for the MFP grant initiatives, while working with the Project Director to ensure the terms of all grants/contracts are being fulfilled. Applicant must have a passion for program integrity, experience with managing grants and contracts, be an outcomes-driven thinker and possess strong written and numeric analytical skills including creating summary reports, complex databases, and spreadsheet analysis.

Responsibilities and Duties:

- Oversee and manage the MFP data reporting requirements with regard to participant information and service expenditures
- Apply knowledge of quality improvement principles and practices to create programmatic change
- Prioritize, design, and integrate multiple data projects and priorities, using MS Excel analytic workbook solution development
- Deal with data from multiple sources to drive service improvement
- Provide monthly reports with analysis
- Report directly to Project Director

Minimum Qualifications:

- Bachelor's degree
- Five (5) or more years of work experience as a data analyst or in a related field
- Ability to analyze existing tools and databases and provide software solution recommendations
- High level experience in handling large data sets and relational databases
- Must have a high-level written and verbal communication skills

Salary: GS-12/06-08: \$35,412.00 - \$37,492.00 per annum

Application Deadline: April 11th, 2025 no later than 4:00pm.

Applications are available from the American Samoa Community College, Human Resources Office at 699-9155 Ext. 460/466/456/474, 699-2722 ext 3601/3602/3603/3604/3605/3606 or online at www.amsamoa.edu/employmentopportunities or by emailing ascchumanresources@amsamoa.edu.

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