

## POSITION DESCRIPTION

<b>JOB TITLE:</b> Survey Statistician (Multiple Levels)	
<b>REPORTS TO:</b> Senior Survey Statistician	
<b>TYPE:</b> Full-Time	<b>FLSA CLASSIFICATION:</b> Exempt
<b>PRIMARY JOB FUNCTION:</b> Work with the D3 Statistics and Analytics (S&A) team to provide consulting to D3 staff, suppliers, and clients on survey sampling, methodology, and statistical analyses in support of research.	
<b>JOB DUTIES AND RESPONSIBILITIES:</b> <ul style="list-style-type: none"> <li>• Work independently, or with D3 analytical teams, to prepare detailed complex sampling designs and plans for surveys according to client analytical goals, primarily scientific probability samples.</li> <li>• Research, develop, and maintain sampling frames based on project specifications and/or analytical goals.</li> <li>• Perform complex sampling including area-based multistage stratified cluster sampling and dual frame random digit dialing (RDD).</li> <li>• Provide statistical calculations for reporting of methodology and analysis for surveys. In particular, calculations such as sampling weights, variance estimation including design effect (DEFF) estimates, and subpopulation analysis.</li> <li>• Develop and evaluate survey data and sampling plans for potential biases within the Total Survey Error framework including coverage, non-response, mode, interviewer, and respondent biases.</li> <li>• Consult (and train) team members on survey sampling and methodology, statistical inference, and reporting of results.</li> <li>• Provide statistical programming support for specific project needs, such as data tabulation, graphical data visualization, spatial analysis, advanced modeling, etc.</li> <li>• Work with the S&amp;A team to improve D3 quality control methods, taking statistical and survey literature into account. Communicate these quality assurance requirements to D3 staff and field suppliers.</li> <li>• Solve complex statistical problems to meet the challenges of designing appropriate research designs and analyses for data-poor environments.</li> <li>• Represent D3 at professional meetings and conferences through attendance and/or the preparation of papers for professional presentation and publication.</li> <li>• Other duties as required.</li> </ul>	
<b>EXPERIENCE, KNOWLEDGE, AND SKILL REQUIREMENTS:</b> <i>(Minimum requirements for the position.)</i> <ul style="list-style-type: none"> <li>• Knowledge of statistical programming (preferably R), working knowledge of inferential statistics (such as parametric and nonparametric hypothesis testing, regression, multivariate techniques and causal inference), and working knowledge of sampling methodology (complex sampling design, error estimation, imputation, and weighting).</li> <li>• Experience with R and working knowledge of at least one additional program (such as Python, SAS, SPSS, and/or Stata).</li> <li>• Working knowledge of GIS software or spatial statistics.</li> <li>• Working knowledge of a form of database management (Excel VBA macros, MS Access, SQL).</li> <li>• Excellent oral and written expression in English (must demonstrate ability to work independently with data, concisely summarize main findings, and present them effectively).</li> <li>• Excellent attention to detail; organizational and multi-tasking skills.</li> <li>• Must be flexible and able to adapt to changing priorities and deadlines.</li> </ul>	

**EDUCATION AND TRAINING REQUIREMENTS:** *(Minimum requirements for the position.)*

Assistant Survey Statistician:

- Bachelor's Degree in Survey Statistics or Survey Methodology

Survey Statistician:

- Master's Degree in Statistics, Survey Methodology, or related quantitative field
- OR-
- Bachelor's Degree in Statistics, Survey Methodology, or related quantitative field with 3 years of experience

**ADDITIONAL REQUIREMENTS:**

- Potential travel to high-risk locations such as Afghanistan, Haiti, and countries in Africa.
- Ability to pass a U.S. Government background investigation.
- General office tasks including filing and using a computer in an indoor office setting.

**EQUAL EMPLOYMENT OPPORTUNITY:** D3 has a corporate commitment to equal employment opportunity. In that spirit, we welcome applications from all qualified individuals without regard to race, color, gender, age, religious affiliation, marital status, gender identity, sexual orientation, national origin, disability, genetic information, U.S. veteran status, pregnancy, or any other categories protected by federal, state, or local law in accordance with applicable federal, state, and local laws.

**APPLICATION INSTRUCTIONS:** Submit a cover letter and resume to Allison Ballard at [hr@d3systems.com](mailto:hr@d3systems.com) for consideration.