Data Management Analyst III

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Type: Full-Time
Salary: $80,000 - $90,000 per year
Posted: Today
Application Due: 02/11/2026
Category: Database Administrator
Data Management Analyst III

Job No: 538512
Work Type: Full Time
Location: Main Campus (Gainesville, FL)
Categories: Information Technology
Department: 60410000 - AG-IFAS INFORMATION TECHNOLOGY

Job Description

Classification Title:

Data Management Analyst III

Job Description:

Data Collection and Management:
Lead the design, creation, and support of data products and tools to support the Teaching, Research, and Extension missions of UF/IFAS. Utilize University-provided data sources (data warehouse and dashboards) and external data sources (e.g., government databases, industry reports, third-party data providers other external data sources) to develop comprehensive reports for internal and external audiences. Collaborate with UF/IFAS administrative units to collect and manage relevant employee, financial, and operational data pertinent to UF/IFAS programs. Identify and develop strategies for addressing data needs and data sources, including but not limited to student recruitment, admissions, success, research funding, publications, and impacts.

Data Analytics and Visualization:
Leverage artificial intelligence and advanced statistical techniques to answer questions and test hypotheses as specified by UF/IFAS leadership. Conduct complex quantitative analyses related to areas such as student success metrics, course placement, retention, student decision-making, progress to degree, and graduation. Build relationships and collaborate with strategic partners, both internal and external to UF/IFAS and the University, to brainstorm analytics ideas and report and present on analytical findings and visualizations. Use R, Python, Tableau, Power BI, Snowflake, and/or other database/analytical software platforms to manipulate and analyze data associated with programmatic issues and concerns, producing insightful reports and dashboards.

Improve, develop and ensure the security and integrity of data and data infrastructure: Collaborate with UFIT and UF/IFAS IT staff on improvements to or development of data infrastructure. Ensure compliance with data security standards and best practices to protect sensitive information. Ensure seamless integration and functionality of data systems to support organizational needs. Provide secure, accurate, and reliable data to support program needs.

Program Assessment and Evaluation:
Collaborate with UF/IFAS personnel in developing assessment structures to enable the evaluation of programs and activities. Establish platforms for data measurement and results visualization to support continuous improvement efforts.

Data Support for Departments:
Support UF/IFAS Departments with the retrieval and storage of data related to research, external accreditation processes, unit and academic program reviews. Provide expertise in data management to facilitate departmental data needs.

Create role related documentation and training:
Create documentation and training materials to share knowledge with team members and ensure continuity of operations. Provides data management training. Occasional driving will be required to attend and sometimes present at meetings, workshops, and conferences. Other duties as assigned.

Expected Salary:

$80,000.00 - $90, 000.00 commensurate with education and experience

Minimum Requirements:

Master's degree in an appropriate area of specialization and two years of appropriate experience; or a bachelor's degree in an appropriate area of specialization and four years of appropriate experience.

Preferred Qualifications:

Strong project management and time management skills; ability to handle multiple projects with critical deadlines and changing priorities simultaneously and accurately.

Strong written and verbal communication skills and the ability to work collegially. Collaborative, collegial and customer service-focused orientation, eager and able to engage a wide range of stakeholder base and able to build strong professional relationships internally and externally.

Exceptional analytical skills to synthesize a high volume of information from a variety of sources and perform complex analyses to produce reports that are usable and actionable to a variety of higher education professionals.

Experience with at least one analytics programming language such as Python or R and experience with Power BI, Cognos, Tableau and/or other analytics and visualization tools.

An understanding of academic programs and higher education issues, particularly at the University of Florida.

Proficiency with Microsoft Office applications.

Special Instructions to Applicants:

In order to be considered, you must upload your cover letter and resume.

Application must be submitted by 11:55 p.m. (ET) of the posting end date.

Health Assessment Required:
No

Applications Close: 11 February 2026

To apply, visit https://explore.jobs.ufl.edu/en-us/job/538512

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