The Center for Biostatistics in AIDS Research (CBAR) is an organization within the Harvard T. H. Chan School of Public Health responsible for the design, monitoring and statistical analysis of clinical trials and observational studies for several clinical research networks. These include two of the largest HIV-related clinical trials networks in the world, the AIDS Clinical Trials Group (ACTG) and the International Maternal Pediatric Adolescent AIDS Clinical Trials (IMPAACT) group. Results from these trials have helped to establish the paradigm for the management of HIV and other infectious diseases, forming the basis of current treatment guidelines and contributing to dramatic reductions in HIV-related mortality around the globe. CBAR staff also hold key positions as part of the Pediatric HIV/AIDS Cohort Study Data and Operations Center (PHACS DOC), the largest US-based network conducting observational studies of HIV infection and treatment in children and youth. PHACS has published many key findings on the effects of HIV and its treatment on the development of youth born with HIV as well as evaluations of the safety of in utero ARV exposures in uninfected youth born to mothers with HIV.

The PHACS Statistical Analyst/Programmer is responsible for all aspects of programming support along with basic statistical analyses, including study development through monitoring, primary and secondary analyses; and dissemination of results.

The PHACS Analyst/Programmer works with the PHACS DOC project team and with study protocol research teams to further the infectious diseases research mission of CBAR and collaborating researchers. Under guidance of a senior statistician, epidemiologist, or programmer, assists with statistical analysis and programming activities for individual studies and cross-study efforts. Able to access and clarify requirements, provide statistical programming solutions and ensure their efficient implementations under supervision and consistent with standard operation procedures. Assists in determining and developing technical solutions. Responsible for accuracy and reliability of results. Builds and monitors quality in every aspect of job activities. Is knowledgeable of and understands policies and regulations associated with confidentiality and privacy in the context of research and the impact on the quality of deliverables. Is aware of and can adhere to timelines and scope based on resourcing / priority constraints. Builds and maintains effective working relationships with collaborating researchers and study team staff. Adapts to changing circumstances, policies, work assignments, and/or team members. Able to multi-task and prioritize among tasks.

PLEASE NOTE: The duties and responsibilities will continue in the 'Additional Information' section of this posting.

PLEASE NOTE: This position is currently grant-funded through, and has a term appointment of, July 31, 2020.

**Basic Qualifications**

3-5 years of related experience, or experience through education related to statistical software, such as SAS, for managing study data, preparing tables and figures for reports, and for statistical analysis.

**Additional Qualifications**

BA, BS in Biostatistics or Statistics, or similar quantitative field with significant statistical training strongly preferred.

The following additional qualifications are desirable: SAS certification; experience working in both a UNIX and PC environment; knowledge of clinical trials design and analysis; knowledge of advanced statistical methods including survival analysis and longitudinal data analysis; experience working with clinical research Investigators or pharmaceutical/biotech industry.
Strong, clear and timely written / verbal communication and effective listening/understanding skills with study team members and project staff. Experience working on multiple tasks, meeting timelines, and prioritizing work to optimize support.

**Additional Information**

**Duties and Responsibilities Continued:**

- Support development of study case report forms and other data collection materials and study registration/randomization materials
- Program and appropriately document datasets for statistical analyses
- Assist with quality assurance of study data
- Provide input into the statistical analysis plan and creation of table, figure, and listing specifications, collaborating with the lead biostatistician or epidemiologist
- Undertake programming to create tables and figures for study monitoring and analysis reports and statistical analyses to address study research questions
- Assist with drafting of study analysis reports
- Represent PHACS on committees to advance statistical analysis and programming activities in CBAR

CBAR provides a strong program for growth and professional development for Statistical Analyst/Programmers, including a defined career path with opportunities to progress within our biostatistician or statistical programming career tracks. Opportunities exist and are encouraged for pursuing further graduate-level studies, particularly in biostatistics.

**Harvard Benefits:**

Harvard offers an outstanding benefits package including:

**Time Off:** 3-4 weeks paid vacation, paid holiday break, 12 paid sick days, 11.5 paid holidays, and 3 paid personal days per year.

**Medical/Dental/Vision:** We offer a variety of excellent medical plans, dental & vision plans, all coverage begins as of your start date.

**Retirement:** University-funded retirement plan with full vesting after 3 years of service.

**Tuition Assistance Program:** Competitive tuition assistance program, $40 per class at the Harvard Extension School and discounted options through participating Harvard grad schools.

**Transportation:** Harvard offers a 50% discounted MBTA pass as well as additional options to assist employees in their daily commute.

**Wellness Options:** Harvard offers programs and classes at little or no cost, including stress management, massages, nutrition, meditation and complimentary health services.

Harvard access to athletic facilities, libraries, campus events and many discounts throughout metro Boston.

Join Harvard Chan School to support our mission of health research & education and be a part of the oldest institution of higher learning in the country!