

## Kent County Council

### Job Description: Public Health Analyst

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Directorate: Strategic and Corporate Services  
Unit/Section: Public Health  
Grade: KR9  
Responsible to: Public Health Head of Health Intelligence

#### **Purpose of the Job:**

The post holder will be responsible for supporting the development of effective and evidence-based public health information activity. They will provide input into the process of understanding health needs in the area, addressing health inequalities, determining priorities for action, assisting wider understanding of the characteristics of the local population and actively disseminating the findings of a wide range of analyses.

They will provide support to Senior Intelligence Analysts across a number of projects including health needs assessment, equity audits, data retrieval and data maintenance. The post holder will possess good numeracy and English skills as well as being a good communicator. They will provide specialised advice on health intelligence and health data sets, using statistical thinking.

#### **Main duties and responsibilities:**

- Be a resource for data analysis, interpretation and presentation, utilising spreadsheets, maps and analytical tools across a wide range of data sets
- Provide analysis and interpretation in response to external requests for information
- Ensure good communication and relationships with internal and external stakeholders.
- Ability to manage several projects and able to manage time effectively.
- Ability to be flexible and respond effectively according to the requirement of the service
- Provide help, advice or information on health intelligence issues including the development and analysis of health-related data sets and information including analytical methodology.
- Maintain and quality assure the health and social care maps.
- Promote public health methodologies to support other public health professionals locally and regionally.

- Some reports will require communication of complex statistical analyses and concepts, and it will be necessary to be able to explain such analyses and findings to specialist and non-specialist audiences in a way that they can understand the implications and the inferences arising from the analyses within the report.
- Ability to travel to meet the requirements of the service
- Commitment to equalities and the promotion of diversity in all aspects of working

Footnote: This job description is provided to assist the job holder to know what his/her main duties are. It may be amended from time to time without change to the level of responsibility appropriate to the grade of post.

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### Person Specification: Public Health Analyst

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The following outlines the criteria for this post. Applicants who have a disability and who meet the criteria will be shortlisted.

Applicants should describe in their application how they meet these criteria.

	CRITERIA
<b>QUALIFICATIONS</b>	<ul style="list-style-type: none"> <li>• Minimum level 4 qualification required</li> <li>• Holding or working towards a relevant professional qualification</li> </ul>
<b>EXPERIENCE</b>	<ul style="list-style-type: none"> <li>• Experience of working with multiple sets of health-related data and information systems in health-related organisations</li> <li>• Practical experience of accessing and appraising large and complex data sets</li> <li>• Experience in the use of statistical methodologies for analysing, interpreting and understanding data sets</li> <li>• Experience in the development of systems for the inputting, storing and dissemination of information</li> <li>• Previous experience of communicating with a range of stakeholders</li> </ul>
<b>SKILLS AND ABILITIES</b>	<ul style="list-style-type: none"> <li>• Conscientious and proven team worker with the ability to engage with people at all levels</li> <li>• Ability to work independently as well as a member of a team with high levels of motivation and a flexible approach to work</li> <li>• Highly numerate with skills and experience of the analysis and interpretation of data.</li> <li>• Experience of project-based working</li> <li>• Experience of analysing and interpreting health, healthcare or demographic data.</li> </ul>
<b>KNOWLEDGE</b>	<ul style="list-style-type: none"> <li>• Knowledge of basic public health principles</li> <li>• Knowledge of GDPR, Freedom of Information and transparency and confidentiality issues.</li> </ul>
<b>BEHAVIOURS AND KENT VALUES</b>	<u>Kent Values:</u> Open Invite Contribution and Challenge Accountable