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	GIASS TITLE. Education Program Analyst
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	DESCRIPTION OF BASIC FUNCTION AND RESPONSIBILITIES
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Software programs used for word processing, databases, presentations, and spreadsheet; database tools and SQL queries

Modern office procedures and practices including record-keeping and filing methods

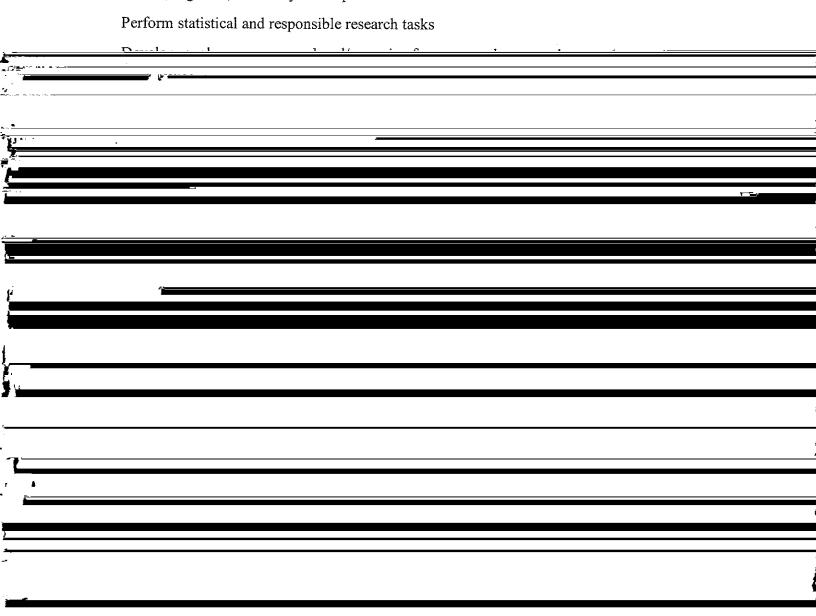
Education measurement and data collection instruments related to student information programs

Proper English usage, grammar, spelling, vocabulary, sentence structure, and punctuation Ability to:

Perform technical duties related to the development, operations, and maintenance information systems

Define a problem to lend itself to quantitative and qualitative analysis

Gather, organize, and analyze complex data



EDUCATION AND EXPERIENCE

	(Generally, any combination of education and experience that could likely provide the required
	K	nowledge and abilities is qualifizing. A traigal method of demonstrating those qualifications.
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