

Job Title	Analyst (Qual)
Grade	C
Function	Strategic Insight
Job Purpose	The purpose of this role is to generate insight through the analysis of data to meet CQC's needs.
Accountabilities and Responsibilities	<ul style="list-style-type: none"> <li>• Work collaboratively with stakeholders and teams within the function and unit to scope, refine, and shape analysis to meet organisational needs.</li> <li>• Design and develop compelling visualisations and reports to communicate and highlight insight and data.</li> <li>• Work with stakeholders to ensure products are fit for purpose and deliver required outcomes.</li> <li>• Undertake analysis to extract relevant information and insight, including from across multiple data sources, presenting it in a clear and actionable manner.</li> <li>• Design and undertake bespoke qualitative data collection where required.</li> <li>• Incorporate views of the public and people using services are into the design and delivery of Data &amp; Insight outputs.</li> <li>• Select the best data, tools and methods to deliver needed insight.</li> <li>• Promote best practice in capture, recording and storage of data by stakeholders.</li> <li>• Support the identification and design of insight outputs to support changing or emerging regulatory needs, reviews and publications.</li> <li>• Develop CQC led data collection initiatives where external sources do not meet CQC's data requirements.</li> <li>• Design and undertake appropriate quality control and assurance for delivery of outputs.</li> <li>• Promote a strong data culture across CQC in line with the organisational data strategy.</li> <li>• Role model inclusive behaviours in everyday interactions.</li> </ul>

	<ul style="list-style-type: none"><li>• Promote a culture of respect and fairness and understand personal responsibilities around delivering against CQC diversity and inclusion strategy.</li><li>• Role model and support others to instil our values into everything that we do.</li></ul>
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<p>Skills and experience</p>	<ul style="list-style-type: none"> <li>• Educated to degree level or with equivalent experiential knowledge gained through job roles.</li> <li>• Strong qualitative analytical skills.</li> <li>• Understanding of quantitative methods.</li> <li>• Previous experience of working in an analytical role.</li> <li>• Proven ability in application of techniques for analysis of data and synthesis of findings, and knowing how to involve team in analysis and synthesis.</li> <li>• Knowledge of how and when to practically apply existing bestpractice methodologies and solutions.</li> <li>• Knowledge of qualitative primary and secondary research methods.</li> <li>• Experience of developing data models and understand where to use different types of data models. Including understanding of industry-recognised data-modelling patterns and standards.</li> <li>• Experience of managing large volumes of qualitative data using computer assisted coding software.</li> <li>• Experience of working flexibly and in multi-disciplinary teams with the ability to engage well with colleagues and other stakeholders.</li> <li>• Good decision-making skills and capability to make sound judgements.</li> <li>• Ability to identify problems and resolve or escalate as appropriate.</li> <li>• Ability to understand stakeholder needs and manage stakeholder expectations through the use of data and insight.</li> <li>• Proven ability to tailor the communication of insight in the most appropriate and compelling way for the audience, including through storytelling and visualisation.</li> </ul> <p>Desirable</p> <ul style="list-style-type: none"> <li>• Knowledge and understanding of the health and care sectors.</li> <li>• Experience of using record-level health and care datasets.</li> </ul>
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## Values & Behaviours

### **Excellence**

In my work for CQC:

- I set high standards for myself and others, and take accountability for results
- I am ambitious to improve and innovate
- I encourage improvement through continuous learning,
- I make best use of people's time, and recognise the valuable contribution of others

### **Caring**

In my work for CQC:

- I am committed to making a positive difference to people's lives
- I treat everyone with dignity and respect
- I am thoughtful and listen to others
- I actively support the well-being of others **Integrity**

In my work for CQC:

- I will do the right thing
- I ensure my actions reflect my words
- I am fair and open to challenge and have the courage to challenge others
- I positively contribute to building trust with the public, colleagues and partners

### **Teamwork**

In my work for CQC:

- I provide high support and high challenge for my colleagues
- I understand the impact my work has on others and how their work affects me
- I recognise that we can't do this alone
- I am adaptable to the changing needs of others