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NORTH EAST INDEPENDENT SCHOOL DISTRICT  
8961 Tesoro Dr. San Antonio, TX 78217  
[www.neisd.net](http://www.neisd.net)

EMPLOYMENT BULLETIN

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In compliance with Policy DC, you are requested to place this announcement on the bulletin board.

**RESEARCH ANALYST I  
RESEARCH & INFORMATION TECHNOLOGIES**

**MINIMUM QUALIFICATIONS:**

- Bachelor's Degree from a four year accredited college or university
- One year related experience; or equivalent combination of education and experience

**MAJOR PERFORMANCE RESPONSIBILITIES:**

- Prepare and present reports for Administrators, Directors and the Board of Education as directed
- Work in collaboration with departments and campuses to design, oversee programmer development, and test data validity of the student data management system
- Provide training and technical assistance for the student data management system for district and campus administration as well as staff
- Assist with forecasting impacts of legislative decisions on the district, campuses, and other community stakeholders
- Manage the approval process for internal and external research and survey requests
- Assist in the development of performance standards and assessment frameworks for various district benchmark assessments
- Assist administrators and directors with the creation of user defined reports for data analysis and program evaluation, including grant performance reports
- Design, implement, and statistically analyze projects including program evaluation
- Maintains confidentiality of information
- Performs all other duties and tasks as assigned

**TERMS OF EMPLOYMENT:**

**SALARY:** \$54,632-\$66,624 **PAY GRADE:** E4 **WORK SCHEDULE:** 12 MONTHS

Interested persons should submit a letter of intent with a résumé to: North East ISD Human Resources Department, 8961 Tesoro Dr., Suite 200, San Antonio, TX 78217, or email the information to [employment@neisd.net](mailto:employment@neisd.net). Those who are not district employees must complete an online application at [www.neisd.net](http://www.neisd.net) before submitting the letter of intent and résumé. Only those persons meeting the minimum qualifications will be considered. Not all applicants will be interviewed.

This Position Remains Open Until Filled  
AN EQUAL OPPORTUNITY EMPLOYER