



ADMINISTRATIVE OFFICE  
of PENNSYLVANIA COURTS

**Position:** Data Scientist  
**Telework:** Telework available  
**Organization:** AOPC  
**Department:** Research and Statistics

**Starting Salary Range:** \$57,086 - \$67,676  
**Location:** Harrisburg/ Philadelphia  
**Category:** Professional  
**Posting Date:** 1/4/2023

*Remarks: Starting salary will vary depending upon the qualifications and employment history of the selected candidate.*

#### Description:

The Data Scientist collects and analyzes data relating to county and statewide court operations. The Data Scientist is a key team member in supporting the Department of Research & Statistics in its mission to provide operational data and business analytics to judicial leadership on topics related to court management; and collaborate with other AOPC departments to evaluate and monitor court programs and initiatives. This position ensures that the data is accurate, complete, and properly interpreted. The Data Scientist also conducts studies that inform policy and practice improvements to the administration of justice. Some recent topical studies include analysis of statewide civil case flow, family court practices, and the impact of the pandemic on court operations – all of which resulted in meaningful court improvements. This position facilitates the public's access to this information via web-based reports and interactive data dashboards.

#### Typical Duties:

- Collects caseload and other court statistics from county data reporters and automated case management systems. Advises and trains county personnel on reporting practices, procedures, and data definitions.
- Assists in the design and publication of court statistical reports in print and electronic formats.
- Verifies court data through systematic error checks, comparative analysis, and qualitative inquiry.
- Supports judicial committees and work groups as research staff.
- Develops data visualizations and reports using an array of software packages, including Microsoft Office Suite, SPSS, and Tableau.
- Completes quantitative and qualitative studies, including developing and testing data collection instruments, building datasets, statistical analyses, and survey methodologies.
- Responds to data inquiries from internal and external requestors.
- Attends and presents at state and national professional conferences to support professional development and build and maintain professional networks.

#### Minimum Qualifications:

- A Bachelor's degree with major course work in data science and statistics; AND
- Two years of experience in the field of statistics, professional research, or data analysis.
- An equivalent combination of education, experience, and / or training may be considered.

#### Additional Requirements / Preferences:

- Master's degree in Data Science, Statistics, Public Administration, or closely related field preferred.
- Proficiency with Microsoft Office applications required.
- Working knowledge of SPSS and Tableau preferred.
- Satisfactory criminal background check required.

#### How to Apply:

Apply online at [www.pacourts.us/judicial-administration/human-resources/job-openings/](http://www.pacourts.us/judicial-administration/human-resources/job-openings/).

AOPC - Human Resources  
PO Box 61260  
Harrisburg, Pennsylvania 17106-1260

The Unified Judicial System of Pennsylvania recruits, employs, and promotes the most qualified applicants without regard to their political affiliation, race, color, age, national origin, sex, sexual orientation, gender identity or expression, religion, disability, or other non-merit facts or considerations. Reasonable accommodations will be provided to applicants with disabilities as may be necessary to ensure that all applicants are given a fair and equal opportunity to compete for all employment positions. Applicants who need accommodation for an interview should request so in advance. UJS hiring and employment policies and procedures are intended to conform to all applicable state and federal laws governing fair and nondiscriminatory hiring and employment practices and are subject to change as necessary to remain in compliance with such laws.