

DATA ANALYST I

POSITION OVERVIEW: Data Analysts in the Linguistics, Analytics, and Data Science group at ProSearch discover information hidden in vast amounts of text data to support the custom search, technology assisted review (TAR), and information retrieval needs of our clients. A Data Analyst, Level I is responsible for providing annotations to train machine learning algorithms and models in areas of Natural Language categorization. Additionally, Level I Data Analysts provide search support and implement machine learning programs as part of our current information retrieval workflow.

RESPONSIBILITIES

- Annotate language data with predefined hierarchies and actionable categories
- Work closely with Data Scientists to refine annotation guidelines, design quality control methodology, and contribute to workflow improvements
- Assess third party tools and develop business processes and documentation to support their use for Project Analysts and Project Managers
- Assist Data Scientists in building test datasets
- Propose and run research experiments around linguistic phenomena
- Understand document review goals and project constraints

MINIMUM QUALIFICATIONS

- Eligibility to work in the United States
- Bachelor's degree in an analytical field (e.g., Linguistics, Psychology, Cognitive Science, Human Language Technology, Statistics, Mathematics)
- Strong analytical, problem-solving, and critical thinking skills
- Excellent written and verbal communication skills
- Ability to adapt to changing requirements, priorities, and revisions

PREFERRED QUALIFICATIONS

- Experience with large datasets and/or working in a laboratory setting
- Familiarity with a programming language

FOR MORE INFORMATION, OR TO SUBMIT LETTER OF INTEREST AND RESUME

LADS_Jobs@prosearch.us

ABOUT PROSEARCH

ProSearch Strategies, Inc. is located in Los Angeles and enables corporations and law firms to meet eDiscovery, regulatory, and legal document investigatory and discovery requirements at scale with precision and ease.

