



## **Position: Data Support Specialist**

### **Background**

The Council on Dairy Cattle Breeding (CDCB) is the national genetic evaluation center for the United States. As the steward of the National Cooperator Database, the largest collection of dairy cow information in the world, the CDCB provides gold-standard genetic and genomic evaluations for 49 traits in 6 dairy breeds along with dairy crossbreds. The Council on Dairy Cattle Breeding is focused on five key values: dairy-driven, science-based, cooperative, transparent, and data-driven. The CDCB is growing and currently has an employment opportunity for a data support specialist.

As the Data Support Specialist, you will perform data processing and customer support for collaborators, as part of routine CDCB data ingestion for the genetic and genomic evaluations provided to our customers. Besides the technical skills described below, the successful candidate will be a team player constantly interacting with the CDCB staff on all levels to achieve the proposed goals.

### **Essential Duties and Responsibilities**

- Perform data quality procedures to genomic records entering the CDCB system
- Monitor and review monthly and annual performance of our collaborators
- Troubleshooting for pedigree and genomic conflicts
- Track stepwise the analytical procedures to identify and resolve problems
- Upload pedigree and genotypic data onto the database using existing pipelines
- Keep up-to-date permanent documentation and evaluation logs, empowering other staff members to follow and engage at any stage of the processes
- Contribute to the improvement and automation of data processing and the optimization of analytical procedures to detect any issues in the incoming data
- Assist collaborators with questions/concerns regarding conflicts, evaluations, online tools, and different requests

### **Education and/or Experience**

Bachelor of science (BSc) or equivalent in a quantitative/biological discipline: Animal Science, Quantitative Genetics, Computer Science, Statistics, Bioinformatics, Applied Mathematics.

Knowledge and experience should include:

- Passion for working with large data sets as the means of providing meaningful services to the stakeholders
- Willingness to learn working with genomic data (pedigree, SNP, sequencing)
- Knowledge of basic statistics

- Experience working on Linux systems preferred
- Experience performing statistical analyses using SAS, R or other statistical packages (Not required but desirable)
- Experience working with large amounts of real data with SQL, C, Fortran or other programming languages preferred
- Excellent communication and cross-functional collaboration skills
- Must have an excellent command of the English language and be competent in oral and written communication.
- Proven ability to thrive in a fast-paced, relatively independent work environment

### **Salary and Benefits**

The Council on Dairy Cattle Breeding offers competitive compensation and a comprehensive benefits package that includes medical, dental, vision, short- and long-term disability; life insurance; flexible spending accounts; and a 401(k) retirement savings plan. We also provide paid holidays, generous annual leave, and a congenial work environment that fosters professional and personal growth.

This is a full-time (12-month) position. This position is based in Bowie, MD. Located just minutes from downtown Washington DC and locations throughout the greater DMV region. Remote\Hybrid work environments can be considered.

### **Travel**

This position may require travelling to meetings internationally. A valid passport and other appropriate documentation as required for work and entry into the United States of America and other countries is required.

### **About the Council on Dairy Cattle Breeding**

Headquartered in Bowie, Maryland, the Council on Dairy Cattle Breeding (CDCB) is a 501(c)(5) non-profit organization responsible for calculating and distributing genetic evaluations for dairy cattle worldwide. It also stewards the cow performance and genotypic data stored in the National Cooperator Database on behalf of producers. The CDCB is a collaborative organization that benefits the dairy community by providing gold-standard genetic evaluations for improving dairy cattle populations. It works with allied organizations to support data utilization, dairy research, and national performance metrics.

This position will remain open until filled.