Knowledge Management Analyst-Global Business Solutions
The Mayo Clinic
Rochester, MN, US

Job Posting Title: Knowledge Management Analyst-Global Business Solutions
Job Posting Category: Business Professional
Work Site: MN - Rochester
Department: Mayo Clinic Global Business Solutions

Job Description
As a member of Infrastructure the Knowledge Management Analyst has the responsibility for 1) maintaining awareness and locating relevant research material, 2) training staff in the use of electronic and print information resources, 3) ensuring content published is complete, accurately catalogued, and readily retrievable from the asset repository, 4) maintains an intranet site of resources, and 5) requests permission to use copyrighted material.

Basic Qualifications:
Master's degree in Knowledge Management or Library and Information Studies from an American Library association-accredited program required. Minimum of two years experience searching medical literature. Knowledge of medical terminology is essential.

Other Qualifications:
Advanced searching, written, oral, interpersonal and communication skills required. Ability to work well in team-based and self-directed work environments. Commitment to quality of service, an embedded librarianship model and continuous improvement.

Benefit Eligible: Yes
Exemption Status: Exempt
Hours/Pay Period: 80

Compensation Detail: Education, experience and tenure along with internal equity may be considered when job offer is extended. The minimum pay rate is $2056.00 per pay period.

Staffing Specialist: Amy Christian

Company Statement:
Mayo Clinic provides the highest quality patient care by placing the needs of the patient first. You'll discover a culture of teamwork, professionalism and mutual respect — and most importantly, a life-changing career. We invite you to join our diverse team as we provide health, hope and healing to people from all walks of life.