



An Equal Opportunity/Affirmative Action Employer

Announcement of Intention to Fill a Job Vacancy

Financial Services Specialist 4 (Policy Analysis), SG-27

Location: One State Street, New York City

Business Unit: Property Bureau

Negotiating Unit: Professional, Scientific and Technical (PEF)

Please note that a change in negotiating unit may affect your salary, insurance and other benefits.

Salary: The starting salary for this position is \$103,784 with periodic increases up to \$127,830

Positions located within the New York City metropolitan area, as well as Suffolk, Nassau, Rockland, and Westchester Counties, are also eligible to receive an additional \$3,400 annual downstate adjustment.

Appointment Status: Permanent

The New York State Department of Financial Services seeks to build an equitable, transparent, and resilient financial system that benefits individuals and supports business. Through engagement, data-driven regulation and policy, and operational excellence, the Department and its employees are responsible for empowering consumers and protecting them from financial harm; ensuring the health of the entities we regulate; driving economic growth in New York through responsible innovation; and preserving the stability of the global financial system.

The Department of Financial Services is seeking candidates for the position of Financial Services Specialist 4 (Policy Analysis) in the Property Bureau. Under the general direction of the Financial Services Manager 1, the Financial Services Specialist 4 (Policy Analysis) will assume responsibility for the proper operation and administration of the Excess Line Unit's activities to achieve Department objectives. This includes oversight of various entities, licensees and markets such as excess line brokers, risk retention groups, purchasing groups and the free trade zone. Duties include, but are not limited to, the following:

- Oversees various entities, licensees and markets such as excess line brokers, risk retention groups, purchasing groups and the free trade zone;
- Supervises a small unit or team of lower-level Financial Services Examiners;
- Communicates Department goals effectively to staff to assure that all directives are being achieved, work is accurate and completed in a timely manner;
- Assists superiors in drafting legislation, regulations and circular letters that further Department oversight of the unit's primary areas of responsibility and provide guidance and clarification to the industry on such matters;
- Provides feedback on legislation being proposed and makes recommendations as to its need and applicability;
- Effectively communicates and coordinates the responsibilities of the unit with other units of the Bureau, OGC, FFCPD, or other Bureaus of the Department as well as outside agencies;
- Acts as a liaison with the Excess Line Association of New York (ELANY) to convey Department directives;
- Assures the staff is properly trained and that technology is being utilized to the fullest to accomplish Bureau and Department objectives;
- Develops, implements, and monitors new methods to accomplish the unit's objectives;
- Mentors, motivates, and encourages development of subordinates, including providing employee training and completing necessary performance evaluations;

- Assists supervisors to complete any projects or special projects assigned to the unit (ex. Review export list proposals, internal control procedures, free trade zone Class 2 risk additions and providing information for the annual Insurance Department Resources Report;
- Coordinates with IT staff to update applicable technological resources for the Unit; and
- Other duties as assigned.

Appointment method:

Candidates must meet the minimum qualifications listed below in order to be eligible for appointment.

Non-Competitive: A Bachelor's Degree in Business, Business Administration, Economics, Econometrics, Finance, Health, Health Administration, Health Policy, Law, Mathematics, Political Science, Public Administration, Public Health, Public Policy, Risk Management or Statistics and five (5) years of specialized experience in one or more of the following of which two (2) years must have been at a supervisory level:

- Research, planning, administration, and/or analysis of the policies and procedures affecting regulated entities and how they conduct business activities with the public and/or other regulated entities.
- Research and analysis of State and federal statutes and regulations and their effects upon the business activities of financial services entities with regard to the public and/or other financial services entities.

A Master's Degree in one (1) of the related fields or a J.D. may substitute for one (1) year of specialized experience. A Ph.D. in one (1) of the related fields may substitute for two (2) years of specialized experience.

To Apply: Interested qualified candidates must submit a resume and letter of interest **no later than February 6, 2025** to the email address listed below. Please include the Box # **(Box FSS4PA-10644)** in the subject line of your email to ensure receipt of your application. **Email submissions are preferred.**

Please be advised that the New York State Department of Financial Services does not offer sponsorship for employment visas.

Nate Keiper
 Box FSS4PA-10644
 New York State Department of Financial Services
 Office of Human Resources Management
 One Commerce Plaza, Suite 301
 Albany, NY 12257
 Email: NCE.Notifications@dfs.ny.gov
 Fax: (518) 402-5071

All candidates that apply may not be scheduled for an interview.

Public Service Loan Forgiveness

Employment with New York State qualifies an individual for Public Service Loan Forgiveness (PSLF). This program forgives the remaining balance on any Direct Student Loans after you have made 120 qualifying monthly payments while working full-time for a U.S. federal, state, local, or tribal government or not-for-profit organization. To learn more about the program and whether you would qualify, please visit: <https://studentaid.gov/manage-loans/forgiveness-cancellation/public-service>

AMERICANS WITH DISABILITIES ACT: REASONABLE ACCOMMODATIONS

Under the Americans with Disabilities Act (ADA), the Department of Financial Services is required to provide reasonable accommodation for known physical or mental limitations of an otherwise qualified applicant with a disability if an accommodation would enable the applicant to perform the essential functions of the job. If the accommodation would constitute an undue hardship on the operations of the agency, the agency is not required to provide it.

All people with disabilities are encouraged to apply to all jobs for which they meet the minimum qualifications.

Pursuant to Executive Order 161, no State entity, as defined by the Executive Order, is permitted to ask, or mandate, in any form, that an applicant for employment provide his or her current compensation, or any prior compensation history, until such time as the applicant is extended a conditional offer of employment with compensation. If such information has been requested from you before such time, please contact the Office of Employee Relations at (518) 473-3130 or via email at response@oer.ny.gov.