



An Equal Opportunity/Affirmative Action Employer

## **Announcement of Intention to Fill a Job Vacancy**

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### **Virtual Currency Data Governance Senior Analyst (Financial Services Specialist 2 (Policy Analysis), SG-23)**

**Location:** Albany or NYC

**Business Unit:** Virtual Currency

**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 \$84,156 with periodic increases up to \$106,454.

**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

**Appointment to this position is pending Governor Appointment's Office and Division of Budget approval.**

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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 (DFS) is seeking candidates for the position of Senior Virtual Currency Data Analysis Specialist in the Virtual Currency Unit within the Research and Innovation Division. The Senior Virtual Currency Data Analysis Specialist will help develop workflow to aide in the supervision of DFS regulated entities specializing in Virtual Currency Business Activity (VCBA). This role will work across all Virtual Currency Unit and Limited Purpose Trust Company Unit functions to accomplish required economic reporting and ad hoc analysis.

Duties include, but are not limited to, the following:

- Performs research, evaluation, and analytical studies relating to various financial factors;
- Works with large and complex data sets to solve problems using different analytical and statistical approaches;
- Reviews and monitors quality of data submissions by entities, monitors variances, identifies trends, and recommends relevant actions to management;
- Designs and prepares periodic reports as per requirements details in official DFS policies;
- Maintains data warehouse and ensures database integrity by entering, verifying, and backing up data in coordination with the Virtual Currency Data Governance Director;
- Creates and maintains interactive Tableau dashboards for scalability, manageability, extensibility, performance, and re-use;
- Works with team members to create useful reports and dashboards that provide insight, improve/automate processes, or otherwise add value to the team;
- Ensures consistency by adhering to software coding and style guides;
- Provides training and support to dashboard users and ensures compliance with governance policies and procedures;
- Participates in the development of key materials for senior leadership briefings and decision-making;
- Other duties as assigned.
- Travel may be required up to 10%

## **Preferred Skills:**

- Data analysis
- Data visualization
- A solid understanding of SQL, relational database management system, data modeling, and normalization
- Data warehousing experience, especially with Snowflake
- Metrics and reporting
- Ability to translate complex business requirements to technical specifications
- High-level competency in Excel (advanced formulas, macros, etc.)
- Highly motivated and effective working autonomously and as part of cross-functional teams
- Ability to multi-task across projects and be detail oriented
- Crypto market exposure.

## **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 three (3) years of specialized experience in one or more of the following:

- 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 March 3, 2025** to the email address listed below. Please include the Box # (**Box DGSA-FSS2PA-10621**) 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.

Kara Waters  
Box VCDGSA-FSS2PA-10621  
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.