



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 \$106,898 with periodic increases up to \$131,665

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 \$4,000 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 Property Bureau's Market Division. Duties include, but are not limited to, the following:

- Reviews innovative and complex form, rule, classification, territory, multi-tier program and rate filings, including those from rate service organizations for private passenger auto, commercial auto, and other specialty motor vehicle markets such as motorcycles;
- Leads meetings (in-house and with company representatives) and participates in inter-bureau conferences, Departmental hearings, and conferences with industry officials;
- Handles consumer and VIP complaints and inquiries;
- Attends periodic meetings with the New York Automobile Insurance Plan (aka Assigned Risk Plan);
- Communicates apply statues, regulations, circular letters, OGC opinions, and Bureau procedures governing the Property/Casualty motor vehicle industry clearly to staff and the industry;
- Assists in the coordination and review of data calls, reports, special projects and studies pertaining to motor vehicle insurance in accordance with applicable statues, regulations and executive directives;
- Informs supervisor of any novel coverages or rating methodologies, observed industry trends, unusual findings or significant issues that have arisen;
- Reviews letters, memos, and reports prepared by staff for completeness and for appropriate citations or interpretations of laws, regulations, and OGC opinions;
- Assists in special investigations or research projects instructed by executive staff;
- Performs administrative tasks as assigned;
- Provides direct and indirect supervision of staff including the overseeing of work assignments and planning;
- Develops or modifies work procedures and policies as necessary and assigns tasks to staff as appropriate;
- Trains and mentors subordinates in preparation for greater responsibilities;

- Performs evaluations of subordinates and provides advice for improvement where necessary;
- Determines training needs and ensures that Bureau staff members receive proper on-the-job training and guidance, as well as any appropriate outside training;
- Utilizes current available technologies, programs, and systems and adapts to enhancements or additional technologies as they become available; 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 April 29, 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.