



An Equal Opportunity/Affirmative Action Employer

## Announcement of Intention to Fill a Job Vacancy

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

**Location:** One State Street, New York City

**Business Unit:** Economic Research

**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

**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 is seeking candidates for the position of Financial Services Specialist 4 (Policy Analysis) in Economic Research. Duties include, but are not limited to, the following:

- Manages and provides guidance to ERU staff;
- Leads research, evaluations, and analytical studies, including managing staff on larger projects;
- Maintains strong relationships with management and staff, serving as a key resource to ERU and other units within the agency;
- Manages relationships across the agency including business units and IT and participates in planning and execution of large-scale projects;
- Serves in a primary role in developing key materials for senior leadership briefings and recommendations, both orally and in writer memoranda and presentations, analyzes issues and/or recommends DFS action on issues identified;
- Reviews and monitors quality of data submissions by entities, detects anomalies, or other issues that require urgent and immediate escalation, monitoring variances, identifying trends, and recommend relevant actions to management;
- Works with large and complex data sets to solve problems using analytical and statistical approaches;
- Reviews financial reports from supervised entities;
- Designs and prepares periodic reports;
- Participates in training of ERU or other R&I or DFS staff as deemed appropriate;
- May supervise staff; and
- Other duties as assigned.

## **Preferred Qualifications**

- Subject matter expertise and/or experience in one or more of the following areas are not required, but are preferred:
- Financial Services – experience with financial reporting, regulatory reporting, large scale data collection and analysis, familiarity with government data sets, familiarity with public policy issues relating to the financial sector;
- Large datasets – importing, merging and validating data; verifying and correcting work done by staff;
- Expertise with data visualization tools, able to oversee; and manage work done by staff;
- Proficient in Excel;
- Ability to multi-task across projects, and detail oriented;
- Excellent communication skills;
- Experience in a regulated environment through working in government, financial services, or other related areas as a regulator or at a regulated financial entity.

## **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 June 10, 2025** to the email address listed below. Please include the Box # (**Box FSS4-PA-10647**) 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 FSS4-PA-10647  
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.