|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| New Postings~ August 24, 2017 | |  |  |  |
| **Agency** | **Position** | **Position Requirements** | **Projected Salary** | **Expiration Date** |
| **Children and Family Services, Office of (OCFS)** | **Cook Location: Columbia Secure Center   419 Spook Rock Rd. Claverack, NY 12513  Columbia County** | **Minimum Qualifications:   Three years of experience in large-scale cooking, one year of which must have included regular supervision of subordinate employees or working inmates.  Typically, a Cook works under the direction of a Head Cook, and is responsible for the preparation of an entire meal on an assigned shift or for a specific type of cooking such as range cooking, baking or dessert cooking. Large scale is defined as 300 meals daily.** | **$37,998** | **9/6/2017** |
| **Corrections and Community Supervision, Department of (DOCCS)** | **Maintenance Assistant Location: Collins Correctional Facility (Erie County)** | **Minimum Qualifications:** Two years of experience in mechanical work under the supervision of a skilled tradesman or completion of an appropriate two year technical school course. | **$33,972** | **9/11/2017** |
| **Corrections and Community Supervision, Department of (DOCCS)** | **Cook Location: Coxsackie Correctional Facility (Greene County)** | **Minimum Qualifications:** Three years of experience in large food service operation, offering a full range menu serving at least 300 meals daily, including one year experience in the supervision of subordinate employees or working inmates or patients. Completed academic work in a degree program for food management, or hotel management with a concentration in food preparation, may be substituted on a year for year basis, up to a maximum of two years, for the non-supervisory experience. | **$37,998** | **9/11/2017** |
| **Corrections and Community Supervision, Department of (DOCCS)** | **Alcohol & Substance Abuse Treatment Program Assistant Location: Hale Creek Correctional Facility (Fulton County)** | **Minimum Qualifications:** A current certification as a New York State Credentialed Alcoholism and Substance Abuse Counselor (CASAC); Or 2. a current certification as a New York State Credentialed Alcoholism and Substance Abuse Counselor Trainee (CASAC-T) and one year of post certification qualifying experience;\* Or 3. three years of qualifying experience.\* An associate’s degree (or higher) in an approved area\*\* may be substituted for two years of this experience. \*Qualifying experience consists of professional or paraprofessional experience in a program whose primary mission is alcohol and/or substance abuse treatment. The program can be in a hospital, correctional facility, school, community based prevention/intervention program or other addiction recovery program. Your experience must include all of the following functions: § individual or group counseling § intake/assessment § treatment planning § case work § consultation § the development of substance use disorder diagnostic impression Your counseling or casework experience must have focused primarily on the establishment of an ongoing, one-to-one relationship between you and the client, to establish and maintain recovery, and prevent relapse. Group experience must have focused primarily on responsibility for conducting group sessions designed to provide the participants with services for alcohol/substance abuse problems. \*\*Approved associate’s or higher degree areas for this examinations are: anthropology, audiology, child development/family relations, community mental health, chemical dependence administration, correctional studies, counseling/guidance, criminal justice, education, gerontology, health administration, health education, human services, nursing, nutrition, pastoral counseling, psychology, public justice, rehabilitation counseling, religious studies, social work, sociology, special education, speech pathology, therapy (including art, dance, drama, music, occupational, physical and recreational) and vocational counseling. | **$44,564** | **9/11/2017** |
| **Corrections and Community Supervision, Department of (DOCCS)** | **Alcohol & Substance Abuse Treatment Program Assistant Location: Cayuga Correctional Facility (Cayuga County)** | **Minimum Qualifications:** A current certification as a New York State Credentialed Alcoholism and Substance Abuse Counselor (CASAC); Or 2. a current certification as a New York State Credentialed Alcoholism and Substance Abuse Counselor Trainee (CASAC-T) and one year of post certification qualifying experience;\* Or 3. three years of qualifying experience.\* An associate’s degree (or higher) in an approved area\*\* may be substituted for two years of this experience. \*Qualifying experience consists of professional or paraprofessional experience in a program whose primary mission is alcohol and/or substance abuse treatment. The program can be in a hospital, correctional facility, school, community based prevention/intervention program or other addiction recovery program. Your experience must include all of the following functions: § individual or group counseling § intake/assessment § treatment planning § case work § consultation § the development of substance use disorder diagnostic impression Your counseling or casework experience must have focused primarily on the establishment of an ongoing, one-to-one relationship between you and the client, to establish and maintain recovery, and prevent relapse. Group experience must have focused primarily on responsibility for conducting group sessions designed to provide the participants with services for alcohol/substance abuse problems. \*\*Approved associate’s or higher degree areas for this examinations are: anthropology, audiology, child development/family relations, community mental health, chemical dependence administration, correctional studies, counseling/guidance, criminal justice, education, gerontology, health administration, health education, human services, nursing, nutrition, pastoral counseling, psychology, public justice, rehabilitation counseling, religious studies, social work, sociology, special education, speech pathology, therapy (including art, dance, drama, music, occupational, physical and recreational) and vocational counseling. | **$44,564** | **9/11/2017** |
| **Corrections and Community Supervision, Department of (DOCCS)** | **Alcohol & Substance Abuse Treatment Program Assistant Location: Attica Correctional Facility (Wyoming County)** | **Minimum Qualifications:** A current certification as a New York State Credentialed Alcoholism and Substance Abuse Counselor (CASAC); Or 2. a current certification as a New York State Credentialed Alcoholism and Substance Abuse Counselor Trainee (CASAC-T) and one year of post certification qualifying experience;\* Or 3. three years of qualifying experience.\* An associate’s degree (or higher) in an approved area\*\* may be substituted for two years of this experience. \*Qualifying experience consists of professional or paraprofessional experience in a program whose primary mission is alcohol and/or substance abuse treatment. The program can be in a hospital, correctional facility, school, community based prevention/intervention program or other addiction recovery program. Your experience must include all of the following functions: § individual or group counseling § intake/assessment § treatment planning § case work § consultation § the development of substance use disorder diagnostic impression Your counseling or casework experience must have focused primarily on the establishment of an ongoing, one-to-one relationship between you and the client, to establish and maintain recovery, and prevent relapse. Group experience must have focused primarily on responsibility for conducting group sessions designed to provide the participants with services for alcohol/substance abuse problems. \*\*Approved associate’s or higher degree areas for this examinations are: anthropology, audiology, child development/family relations, community mental health, chemical dependence administration, correctional studies, counseling/guidance, criminal justice, education, gerontology, health administration, health education, human services, nursing, nutrition, pastoral counseling, psychology, public justice, rehabilitation counseling, religious studies, social work, sociology, special education, speech pathology, therapy (including art, dance, drama, music, occupational, physical and recreational) and vocational counseling. | **$44,564** | **9/11/2017** |
| **Corrections and Community Supervision, Department of (DOCCS)** | **Alcohol & Substance Abuse Treatment Program Assistant Location: Franklin Correctional Facility (Franklin County)** | **Minimum Qualifications:** A current certification as a New York State Credentialed Alcoholism and Substance Abuse Counselor (CASAC); Or 2. a current certification as a New York State Credentialed Alcoholism and Substance Abuse Counselor Trainee (CASAC-T) and one year of post certification qualifying experience;\* Or 3. three years of qualifying experience.\* An associate’s degree (or higher) in an approved area\*\* may be substituted for two years of this experience. \*Qualifying experience consists of professional or paraprofessional experience in a program whose primary mission is alcohol and/or substance abuse treatment. The program can be in a hospital, correctional facility, school, community based prevention/intervention program or other addiction recovery program. Your experience must include all of the following functions: § individual or group counseling § intake/assessment § treatment planning § case work § consultation § the development of substance use disorder diagnostic impression Your counseling or casework experience must have focused primarily on the establishment of an ongoing, one-to-one relationship between you and the client, to establish and maintain recovery, and prevent relapse. Group experience must have focused primarily on responsibility for conducting group sessions designed to provide the participants with services for alcohol/substance abuse problems. \*\*Approved associate’s or higher degree areas for this examinations are: anthropology, audiology, child development/family relations, community mental health, chemical dependence administration, correctional studies, counseling/guidance, criminal justice, education, gerontology, health administration, health education, human services, nursing, nutrition, pastoral counseling, psychology, public justice, rehabilitation counseling, religious studies, social work, sociology, special education, speech pathology, therapy (including art, dance, drama, music, occupational, physical and recreational) and vocational counseling. | **$44,564** | **9/11/2017** |
| **Corrections and Community Supervision, Department of (DOCCS)** | **Industrial Training Supervisor 2/Metal Production Location: Attica Correctional Facility (County)** | **Minimum Qualifications:** Must meet ALL THREE of the following minimum qualifications: 1. Have had at least five years of experience in a manufacturing process of trade of which at least one year must have been directly related to the specialty for which you are applying. 2. Three years of supervisory experience. 3. Be a high school graduate or have a high school equivalency diploma issued by a recognized state educational authority or a USAFI GED high school certificate. \*\* Candidates for the Industrial Training Supervisor 2 (Abatement) title must possess current New York State Department of Labor licenses as an Asbestos Handler and an Asbestos Contractor/Supervisor. Substitution: Up to two years of related vocational technical education may be substituted for up to two years of general experience at the rate of twelve credits equals six months. | **$47,631** | **9/11/2017** |
| **Corrections and Community Supervision, Department of (DOCCS)** | **Inmate Disciplinary Hearing Officer Location: Attica Correctional Facility (County)** | **Minimum Qualifications:** A Juris Doctor or Doctor of Law degree and admission to the New York State Bar Association, or admission to the Bar of a State/Commonwealth other than New York; and three (3) years post-admission experience in adversarial proceedings including, but not limited to, criminal law, arbitration, formalized fact-finding proceedings, dispute resolution proceedings, or other litigation practices. | **$76,863** | **9/11/2017** |
| **Corrections and Community Supervision, Department of (DOCCS)** | **Senior Utilization Review Nurse Location: Coxsackie Correctional Facility (Greene County)** | **Minimum Qualifications:** Licensed and currently registered to practice nursing in New York State. In addition, you must have two years of post-RN licensure nursing experience of which one year was dedicated to utilization review and/or discharge planning. Part-time utilization review and/or discharge planning experience will be prorated. | **$58,501** | **9/12/2017** |
| **Corrections and Community Supervision, Department of (DOCCS)** | **Director of Internal Audit Location: DOCCS Central Office (Albany County)** | **Minimum Qualifications:** A bachelor’s degree in accounting, business administration, economics, finance, management or public administration or a closely related field and five years of experience involving auditing responsibilities or programs evaluations. Two years of experience must have been at a supervisory level. A J.D. or master’s degree may substitute for one year of specialized experience and a Ph. D. may be substituted for two years of experience. A professional certification, such as Certified Internal Auditor (CIA), Certified Public Accountant (CPA) or Certified Information Systems Auditor (CISA) is highly regarded. The Ideal candidate will have extensive knowledge of government operations and operating problems; be familiar with professional standards, goals and techniques of internal auditing, internal controls and/or program evaluation; demonstrate good oral and written communication skills; and have supervisory skills and training. | **$104,640** | **9/14/2017** |
| **Dormitory Authority, (DASNY)** | **Senior Accountant II, (2 vacancies) Location: Albany** | **MINIMUM QUALIFICATIONS:** Bachelor’s degree in Accounting plus two years’ as a Senior Accountant, Financial Management – Debt or a bachelor’s degree in Accounting plus four years’ relevant professional accounting experience. Demonstrated ability interpreting legal documents. **Preferred Qualifications** Bachelor’s degree in Accounting plus two years’ as a Senior Accountant, Financial Management – Debt or a bachelor’s degree in Accounting plus four years’ relevant professional accounting experience, including application of generally accepted accounting principles and experience with financial statement preparation, financial systems, debt systems, and familiarity with bond transactions and bond documents. Two years supervisory experience. CPA license. **Essential Skills** • Demonstrated ability to work independently and exercise sound judgment. • Intermediate knowledge of generally accepted accounting principles, including ability to determine applicability of FASB/GASB pronouncements and apply accordingly. • Demonstrated ability to research bond related questions through review of bond documents. • Excellent oral and written communications skills. • Excellent mathematical skills. • Demonstrated analytical and conceptual skills. • Demonstrated accuracy and attention to detail. • Demonstrated organizational skills and ability to prioritize. • Strong interpersonal skills. | **$68,548** | **9/5/2017** |
| **Dormitory Authority, (DASNY)** | **Engineer Location: Albany** | **MINIMUM QUALIFICATIONS:** Bachelor’s degree plus five years relevant engineering experience. Must be licensed and registered in NYS as a Professional Engineer. Must possess a valid driver’s license. **Preferred Qualifications** Bachelor’s degree in Engineering plus five or more years relevant post-license experience. Must be licensed and registered in NYS as a Professional Engineer. Must possess a valid driver’s license. Familiarity with JD Edwards and Primavera Contract Manager. LEED certification. **Essential Skills** • Demonstrated ability to work independently and exercise sound judgment. • Demonstrated analytical skills. • Excellent oral and written communications skills. • Proficiency in PC applications such as Microsoft Outlook, Excel, Access, Word and PowerPoint. | **$81,403** | **9/5/2017** |
| **Dormitory Authority, (DASNY)** | **Engineer Location: NYC** | **MINIMUM QUALIFICATIONS:** Bachelor’s degree plus five years relevant engineering experience. Must be licensed and registered in NYS as a Professional Engineer. Must possess a valid driver’s license. **Preferred Qualifications** Bachelor’s degree in Engineering plus five or more years relevant post-license experience. Must be licensed and registered in NYS as a Professional Engineer. Must possess a valid driver’s license. Familiarity with JD Edwards and Primavera Contract Manager. LEED certification. **Essential Skills** • Demonstrated ability to work independently and exercise sound judgment. • Demonstrated analytical skills. • Excellent oral and written communications skills. • Proficiency in PC applications such as Microsoft Outlook, Excel, Access, Word and PowerPoint. | **$81,403** | **9/5/2017** |
| **Empire State Development (ESD)** | **Jr. Financial Analyst Location: NYC** | **Minimum Qualifications:** Education level required: Bachelor’s degree in finance, or equivalent experience. Relevant experience required: Experience analyzing financial statements preferred. Knowledge required: The ideal candidate will have sufficient knowledge to independently analyze/spread financial statements and draft concise analyses of credit documentation. This will include basic working knowledge of financial accounting, strong analytic abilities, facility with financial modeling, and excellent written and oral communication skills. | Up to $46,600 | **9/21/2017** |
| **Empire State Development (ESD)** | **Project Assistant II, Contract & Supplier Diversity Location: NYC** | **Minimum Qualifications:** Education Level required: Bachelor’s Degree Relevant experience required: 1-3 years’ of relevant experience in some combination of MWBE and/or SDVOB, non-profit organization, business administration, information technology, government or construction-related field.  Knowledge required: Proficiency in Microsoft Office and experience using contract and data management systems. Excellent interpersonal, oral and written communications skills. | Up to $42,000 | **9/23/2017** |
| **Environmental Conservation, Department of** | **Environmental Engineering Technician 1 (Seasonal) Item# 43276 Location: Allegany** | **MINIMUM QUALIFICATIONS:**  1) Four years of experience performing engineering technician work in aeronautical, chemical, civil, electrical, environmental, mechanical, or sanitary engineering technology; environmental technology; or as a surveyor or drafter; OR  2) Graduation from high school (or possession of a high school equivalency diploma issued by a recognized educational authority or a USAFI GED diploma - high school level) AND one year of the experience described in option 1 above; OR  3) Graduation from a high school technical education program in technical aeronautics, technical architectural drafting and building construction, technical chemistry, industrial chemistry, technical electricity/electronics, technical mechanical design and construction, technical structural drafting and design, technical instrumentation and control systems, or computer circuitry; OR  4) Eighteen college semester credit hours in any combination of the following courses: engineering; such as civil, chemical, electrical, mechanical, aeronautical, and/or sanitary; public health; environmental and/or engineering technology; drafting; mathematics; surveying; computer science; environmental science; and/or the natural and physical sciences. | **$15.28 Hourly** | **9/6/2017** |
| **Environmental Conservation, Department of** | **Office Assistant 1 (Seasonal) Item# 43268 Location: Albany** | **MINIMUM QUALIFICATIONS:** There are no education or experience requirements. Prior to being considered for appointment, you will be required to pass a keyboarding test that demonstrates your ability to enter text at a rate of at least 30 words per minute with at least 96% accuracy. **Preferred Skills include:** Social media experience Strong verbal and written communication | **$11.93 Hourly** | **9/6/2017** |
| **Environmental Conservation, Department of** | **Environmental Engineering Technician 1 (Seasonal) Item# 43169 Location: Albany** | **MINIMUM QUALIFICATIONS:** 1.four years of experience performing engineering technician work in aeronautical, chemical, civil, electrical, environmental, mechanical, or sanitary engineering technology; environmental technology; or as a surveyor or drafter; OR  2.graduation from high school (or possession of a high school equivalency diploma issued by a recognized educational authority or a USAFI GED diploma - high school level) AND one year of the experience described in option 1 above; OR  3.graduation from a high school technical education program in technical aeronautics, technical architectural drafting and building construction, technical chemistry, industrial chemistry, technical electricity/electronics, technical mechanical design and construction, technical structural drafting and design, technical instrumentation and control systems, or computer circuitry; OR  4.eighteen college semester credit hours in any combination of the following courses: engineering; such as civil, chemical, electrical, mechanical, aeronautical, and/or sanitary; public health; environmental and/or engineering technology; drafting; mathematics; surveying; computer science; environmental science; and/or the natural and physical sciences. YOU MUST SUBMIT A LIST OF QUALIFYING COURSES WITH YOUR APPLICATION. Include the course title, number of semester credit hours per course, name of college or university, and date (or expected date) of completion. Applications submitted without a list of relevant courses will be disapproved. | **$15.28 Hourly** | **9/1/2017** |
| **Environmental Conservation, Department of** | **Environmental Engineering Technician 1 (Seasonal) Item# 43170 Location: Albany** | **MINIMUM QUALIFICATIONS:** 1.four years of experience performing engineering technician work in aeronautical, chemical, civil, electrical, environmental, mechanical, or sanitary engineering technology; environmental technology; or as a surveyor or drafter; OR  2.graduation from high school (or possession of a high school equivalency diploma issued by a recognized educational authority or a USAFI GED diploma - high school level) AND one year of the experience described in option 1 above; OR  3.graduation from a high school technical education program in technical aeronautics, technical architectural drafting and building construction, technical chemistry, industrial chemistry, technical electricity/electronics, technical mechanical design and construction, technical structural drafting and design, technical instrumentation and control systems, or computer circuitry; OR  4.eighteen college semester credit hours in any combination of the following courses: engineering; such as civil, chemical, electrical, mechanical, aeronautical, and/or sanitary; public health; environmental and/or engineering technology; drafting; mathematics; surveying; computer science; environmental science; and/or the natural and physical sciences. YOU MUST SUBMIT A LIST OF QUALIFYING COURSES WITH YOUR APPLICATION. Include the course title, number of semester credit hours per course, name of college or university, and date (or expected date) of completion. Applications submitted without a list of relevant courses will be disapproved. | **$15.28 Hourly** | **9/1/2017** |
| **Environmental Conservation, Department of** | **Parks and Recreation Aide 2 (Seasonal) 2 POSITIONS Item# 43239 Location: Andes (Delaware County)** | **MINIMUM QUALIFICATIONS:** Must be 18 years old. Must possess and maintain NYS Driver's License. Must be available and able to work shift work, including all weekends and holidays. Must have the ability to communicate effectively and enforce campground rules and regulations.   **Preferred Qualifications:** Experience in maintenance, construction or landscape work. Be able to traverse rough terrain in remote locations in extreme weather conditions. | **$9.75 Hourly** | **9/5/2017** |
| **Environmental Conservation, Department of** | **Fish and Wildlife Technician 1 (Seasonal) Item# 43250 Location: Dexter (Jefferson County)** | **MINIMUM QUALIFICATIONS:** 30 semester credit hours, including 12 semester credit hours in fisheries, marine resources or wildlife management; mariculture; marine biology; aquaculture; aquatic, marine or terrestrial ecology; zoology; marine technology; botany; limnology; hydrology; or oceanography.  **Preferred:** Experience with Access database software GIS skills Experience operating ATVs and snowmobiles Snowshoeing experience | **$15.40 Hourly** | **9/5/2017** |
| **General Services, Office of** | **Facility Operations Assistant 1 Item: #17-252-CP Location: Convention & Cultural Events Empire State Plaza Ice Rink Albany Temporary (November 2017 to March 2018) Several vacancies** | **MINIMUM QUALIFICATIONS:**  Must be physically able to perform the tasks of the position and to communicate effectively to obtain and convey information.  Ice Rink Hours: Daily from 11:00 a.m. to 8:00 p.m.  Duties: Duties will include, but not be limited to the following: • Open and close skate rental facility. • Collect skate rental fees by accepting cash or credit card payments from customers; make change for cash customers. • Balance cash drawer by counting cash at beginning and end of work shift.  • Assist customers with skate sizes. • Maintain daily inventory of rental skates. • Inspect rental skates to ensure there is no apparent damage. • Operate skate sharpening machines (training provided).  • Provide information about facilities, skate rink events, and rules and regulations. • Assist in maintaining clean conditions within the skate rental facility. • Ensure safe skating is maintained at the ice rink. | **$11.97 hourly** | **9/30/2017** |
| **General Services, Office of** | **Construction Equipment Operator Item: #17-257-JK Location: Real Estate Center Real Property & Facilities Management Harriman Campus Albany** | **MINIMUM QUALIFICATIONS:**  One year of experience in the operation of equipment noted as appropriate for this class and the possession of a valid New York State driver’s license appropriate for the type of vehicle operated.    **Some examples of appropriate equipment for this class:** Self-propelled sweepers, front end loaders and dump trucks.   **A demonstration test may be required at the time of interview.**  **Pursuant to the Federal Omnibus Transportation Act, pre-employment drug and alcohol testing will be required. Once appointed to/selected for the position, random drug and alcohol testing will be required.**  **Application Process:** Candidates are required to provide specific, verifiable information about their qualifying experience with the Application for Posted Position (ADM 227). This information should be on the letterhead of the employer under whom the qualifying experience was gained and include names and titles of supervisors, duties performed during the training period and specific dates of employment and be signed by that employer.  • Please provide a copy of your valid, unrestricted New York State motor vehicle operator’s license. • Candidates who do not submit appropriate documentary proof that they meet the minimum qualifications will not be considered for appointment.    Per Agreement between the Civil Service Employees Association, Inc. and the State of New York, Article 45 (c) the requirement to prove qualification shall rest with the employee. | **$32,178.00** | **9/8/2017** |
| **Homeland Security & Emergency Services, Division of** | **Homeland Security Program Analyst 2 Item # 17-56-CD Location:  Office of Counter Terrorism State Office Campus 1220 Washington Avenue Albany** | **Minimum Qualifications:**  Bachelor’s degree and three years of experience in intelligence analysis or in conducting homeland security, counter terrorism or emergency preparedness analysis and assessment in a law enforcement, intelligence, homeland security, emergency management or response organization. A master’s degree may substitute for one year of the experience.  Duties:  • Serve as the project manager for the 2018 chemical mandate. • Supervise staff members. • Conduct fieldwork analysis for legislative reports and other analytic products. • Manage unit procurement and research tasks. • Provide staff support for Unit fieldwork. • Provide support for Critical Infrastructure Grant Programs. • Collaborate with other Critical Infrastructure Unit members on programmatic activities and new initiatives.  \*Work schedule may vary based on operational need. May be required to work outside normal business hours. Travel is required | **$71,847** | **7/5/2017** |
| **Information Technology Services, Office of** | **Project Assistant (IES Business Change Analyst) Item: #18485    Location: Albany** | **MINIMUM QUALIFICATIONS:** • Bachelor’s degree in business, communications, organizational behavior, or related field required.  • At least four years of experience in business analysis, organizational change management, training and/or health and human services delivery.  • At least one year of supervisory experience.  **Preferred Skills** • Experience and knowledge of change management principles and methodologies; • Experience in large-scale organizational change efforts; • Knowledge and experience in New York State and/or New York City government; • Demonstrated knowledge of in-scope Health and Human Services programs; • Well-organized, structured, and detail-oriented; • Excellent verbal and written communication skills; • Must be able to work effectively with all colleagues across all sectors and functions. | **$79,849.00** | **9/7/2017** |
| **Information Technology Services, Office of** | **Project Assistant (IES Procurement Analyst), Item: #18490    Location: Albany** | **MINIMUM QUALIFICATIONS:** • Bachelor’s Degree or higher in Business Administration, Public Administration, Public Policy, or related field required.  • Four years of experience in government/public sector procurement, vendor management, or contract management. Knowledge and experience with the New York State Procurement and Lobbying Law and Procurement Guidelines.  • At least one year of supervisory experience. • Master of Public Administration, Master of Business Administration or equivalent may substitute for 1 year of experience.   **Preferred skills  •** Experience in NYS government • Experience with procurement requiring federal approval • Experience supporting contested procurements • Excellent oral and written communication skills • Advanced Microsoft Excel skills | **$79,849.00** | **9/7/2017** |
| **Information Technology Services, Office of** | **Project Assistant (IES Budget Analyst), Item: #18488    Location: Albany** | **MINIMUM QUALIFICATIONS:** • Bachelor Degree or higher in Business Administration, Public Administration, Public Policy, or related field required.  • Four years of experience in government/public sector budgeting, financial planning, and/or financial management. • One year of supervisory experience. • Master of Public Administration, Master of Business Administration or equivalent may substitute for 1 year of experience.   **Preferred Skills** • Knowledge and experience in New York State government. • Experience drafting Advanced Planning Documents or grants for federal funding. • Experience with federal claiming processes. • Experience requesting funds and/or reporting status to Division of the Budget. • Experience with the Food and Nutrition Services Cost Allocation Methodologies (CAM) toolkit. • Advanced Microsoft Excel skills. | **$79,849.00** | **9/7/2017** |
| **Information Technology Services, Office of** | **Project Assistant (IES IT Specialist), Item: #18486    Location: Albany** | **MINIMUM QUALIFICATIONS:** • Bachelor degree in computer science or a related field.  • Four years of technical experience on technical implementation projects or supporting technical maintenance on applications and systems. • At least one year of supervisory experience. • At least one year of experience must have included management of technical resources or vendors.  • Experience with System Development Life Cycle (SDLC) toolsets such as requirements management tools, Integrated Development Environment (IDE), defect management tools, etc.  • Experience performing system testing across the SDLC.  • Master Degree in computer science may be substituted for one year of specialized experience **Preferred Skills** • Understanding of foundational technology components including Rules Engines, Workflow Engines, and Interactive Voice Response (IVR) technology. • Experience with National Human Service Interoperability Architecture (NHSIA), Medicaid Information Technology Architecture (MITA), Exchange Reference Architecture (ERA), and The Open Group Architecture Framework (TOGAF). • Experience implementing systems which adhere to the Center for Medicaid/Medicare Services (CMS) Standards and Conditions. • Experience in New York State or New York City government. | **$79,849.00** | **9/7/2017** |
| **Information Technology Services, Office of** | **Project Coordinator (IES Project Manager), Item: #18491    Location: Albany** | **MINIMUM QUALIFICATIONS:** • At least five years of experience as a project manager on complex information technology projects.  • At least five years of experience managing work on blended teams with State staff and consultants.  • At least seven years of experience managing requirements analysis, design, development, testing, and implementation activities and project management activities across multiple releases.  • Knowledge of, and experience with, development and Systems Development Lifecycle (SDLC) methods such as waterfall, Rational Unified Process (RUP), and Agile, Scrum, etc. Experience with data cleanup, classification, or conversion.  • Bachelor's degree required.  • Master's degree or a higher-level degree may substitute for one year of experience.  **Preferred skills:** • New York State or New York City government experience. • Experience with vendor management. • Demonstrated knowledge of in-scope Health and Human Services programs. • Project Management Professional (PMP) certification. • Well-organized, structured, and detail-oriented. • Ability to operate in an environment with multiple and diverse stakeholders and handle challenging organizational issues. • Strong verbal and written communication skills, with an ability to express complex information and concepts to stakeholders, managers, technical staff, consultants/contractors and users. | **$108,794.00** | **9/7/2017** |
| **Information Technology Services, Office of** | **Project Assistant (IES Business Analyst), Item: #18489   Location: Albany** | **MINIMUM QUALIFICATIONS:** • Bachelor’s degree in business, communications, organizational behavior, or related field required.  • At least four years of experience as a full-time business analyst.  • At least one year of supervisory experience.  • Experience supporting requirements analysis, design, testing, and implementation activities. Knowledge of, and experience with, development and Systems Development Lifecycle (SDLC) methods such as Waterfall, RUP, Agile, Scrum, etc.    **Preferred Skills** • Preference for candidates with knowledge and experience of NYS and/or NYC government. • Proficiency with Microsoft Office applications, including exposure to MS Project and Visio. • A strong customer orientation, with active listening skills and the ability to understand and define/document business needs comprehensively. • Demonstrated knowledge of in-scope Health and Human Services programs. • Excellent verbal and written communication skills and the ability to interact with diverse stakeholder groups, executives, managers, subject matter experts, technical staff, consultants/contractors and end users. | **$79,849.00** | **9/7/2017** |
| **Information Technology Services, Office of** | **Project Assistant (IES Policy/Legal Analyst), Item: #18487   Location: Albany** | **MINIMUM QUALIFICATIONS: •** Bachelor’s Degree in a related field or equivalent combination of education and experience;  • Five years of professional experience in public policy, policy analysis, development, research, and/or writing researching and analyzing health care policy and related issues.  • Knowledge of health care and human services law and legislation at the state and federal level, and the regulatory environment.  • At least one year of this experience must have included supervision of professional level staff.  • J.D. or Master’s Degree may be substituted for one year of specialized experience.  **Preferred Skills** • Knowledge and experience in New York State and/or New York City government. • Ability to work in fast-paced, deadline-oriented environment with a team or independently. • Familiarity with public policy issues related to health, human services, and technology. | **$88,603.00** | **9/7/2017** |
| **Insurance Fund, NYS** | **Assistant Counsel  Location: NYC** | **MINIMUM QUALIFICATIONS:** • Juris Doctor (JD) or Bachelor of Law (LLB)  • Currently admitted to NYS Bar  • Qualified candidates must possess exceptional research and writing skills. • Preference will be given to candidates with law review, journal, legal publication, or judicial clerkship experience.   Must be a resident of New York State or willing to relocate. | **$80,000 – $100,000** | **9/7/2017** |
| **Gaming Commission** | **Supervising Gaming Operations Inspector Location: Yellow Brick Road Casino 800 West Genesee Street Chittenango, NY 13037 (Madison County)** | **MINIMUM QUALIFICATIONS:**  One year of permanent service as a New York State (NYS) Senior Gaming Operations Inspector, SG-17, OR  Five years of experience in a position enforcing gaming regulations, including two years of supervisory experience, where you are primarily monitoring gaming activity between the public and casino staff or involving investigations and the preparation of information and evidence useable in civil litigation or criminal prosecution.   **Degree substitutions:**  • An associate’s degree may substitute for up to one year of the required experience; or • A bachelor’s degree may substitute for up to two years of the required experience; or • A specialized associate’s degree\* may substitute for two years of the required experience; or • A specialized bachelor’s degree\* may substitute for three years of the required experience.  \*Specialized degrees include: Accounting, Forensic Accounting, Forensic Science, Economic Crime Management, Auditing, Business Administration, Public Administration, Criminal Justice, Criminal Justice Administration, Criminal Investigation, Police Studies, Public Justice, Law Enforcement, and Police Science. | **$64,757.00** | **9/7/2017** |
| **Labor, Department of** | **Labor Services Representative Trainee 1,      Location: Albany, One Vacancy** | **Minimum Qualifications:**  A bachelor’s degree from a regionally accredited college or university, or one recognized by the New York State Education Department as following acceptable education practices.  STANDARD DUTIES: As a Labor Services Representative Trainee 1, you would be trained, under supervision, to assist customers and provide services to the public in accordance with quality and quantity standards mandated by various laws, rules, and federal regulations. You would learn how to interview and elicit information from customers, examine claims issues and make determinations to resolve complex or unusual problems related to eligibility for Unemployment Insurance benefits. | **$20.18/hr** | 9/7/2017 |
| **Mental Health Office of** | **Full-Time Cleaner      Location: Elmira Psychiatric Center  100 Washington Street  Elmira, NY 14901-2898** | **Minimum Qualifications:** There are no education or experience requirements. Applicants must have a working knowledge of the properties of various cleaning substances; ability to stand, stoop, bend and stretch for long periods of time; ability to use various cleaning equipment and products; ability to climb ladders and scaffolds; ability to perform medium to heavy manual labor; and ability to understand and follow verbal and simple written instructions.  Duties: Performs a variety of routine manual work under supervision including, but not limited to, the following in the cleaning and care of an assigned area. • Picks up and removes hazardous articles which may be on floors, furniture, and equipment and places them in designated receptacles or in appropriate places. Moves furniture and equipment in connection with cleaning and care functions.  • Using mops, brushes, detergents, buffers, floor scrubbers, and other cleaning implements washes floors, corridors, stairs and stairwells, walls, partitions, windows from the inside of buildings, etc. Changes curtains and drapes and hang pictures and other decorative objects. Using hand-dusting equipment, dusts assigned areas.  • Using manual and/or mechanical equipment, strips and vacuums and waxes floors and shampoos carpets.  • Using hand-operated equipment and detergents, scrubs and cleans all areas of lavatories, such as sinks, urinals, toilets, etc.  • Using appropriate equipment such as ladders and scaffolds, washes light fixtures, replaces light bulbs, dusts and/or washes light fixtures and high places such as ceilings.  • Using designated equipment, polishes wood and metal fixtures and equipment.  • Using manual and/or mechanical equipment occasionally removes snow; cleans sidewalks, yards, and drives.  • May set up equipment in assigned areas, such as athletic fields, gymnasiums, and conference and meeting rooms.  • Moves furniture; cleans and polishes furniture. | **$27,335** | **9/7/2017** |