DEPARTMENT OF ECONOMIC DEVELOPMENT
Vacancy Announcement

Position Title: Commerce Policy Analyst 2 **Due Date:** May 23, 2014
Grade: SG-27 **Salary Range**: $83,493 – $102,838 **Negotiating Unit:** PS&T
Appointment Type: Permanent
Jurisdictional Class: Non-Competitive

Department: Policy Planning & Development **Location:** 625 Broadway
Albany, NY 12245

Responsibilities:
This incumbent of this position will represent ESD in all energy policy matters. The position involves high-level interaction with ESD executive staff, other agencies and public utilities.

Duties include:

- Represent DED in NYS Public Service Commission proceedings
- Represent DED on staff of the State Energy Planning Board
- Represent DED on NYS Board of Electric Generating Siting and the Environment
- Represent DED on Governor's Energy Highway Task Force
- Represent DED on Green Jobs/Green NY Advisory Council
- Monitor energy issues, proposed legislation and regulations
- Provide technical assistance to business and industry
- Represent DED in inter-agency planning and program initiatives
- Participate in business/industry and government sponsored meetings and conferences

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Minimum/Preferred Qualifications:
A Master's Degree or equivalent in Economics, Public Administration, Public Affairs, Policy Sciences, Political Science, Government or a related field and at least three years of experience requiring the analysis and interpretation of governmental policy issues and preparation of written reports. At least one year of this experience must have required the supervision of team policy analysis work.
Substitution: Significant post-master's degree course work in the specialty area may be substituted for the specific experience requirement on a year-for-year basis for up to two years of the non-supervisory experience.

Contact Information:
Contact Name: Michelle Pemberton
Address: NYS Department of Economic Development
Human Resources Office
625 Broadway
Albany, NY 12245
Fax: (518) 292-5852
E-Mail: DED-HR@esd.ny.gov
Additional: Please forward cover letter and resume to e-mail address above. Be sure to indicate position title you are applying for and specify how you meet the minimum qualifications in your cover letter. *(New York State is an equal opportunity/affirmative action employer.)*
4/25/14
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