DEPARTMENT OF ECONOMIC DEVELOPMENT
Vacancy Announcement

Position Title: Commerce Policy Analyst 2 **Due Date:** October 21, 2014
Grade: SG-27 **Salary Range**: $83,493 – $102,838 **Negotiating Unit:** PS&T
Appointment Type: Permanent
Jurisdictional Class: Non-Competitive

Department: Economic Analysis and Research **Location:** 625 Broadway
Albany, NY 12245

Duties include:

- Support the Research Director in management of the Division.
- Complete and/or manage selected research tasks for ESD Executive Staff and the Governor's office.
- Contribute to the analysis of the State and regional economies, including industry clusters.
- Monitor national and global trends.
- Manage special projects, including grants and consultant projects.
- Develop and provide expertise on economic development research issues.

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
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Human Resources Office
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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.)*

10/06/14

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