

**NYS DIVISION OF THE BUDGET
BUDGET FELLOW VACANCY
Budget Services Unit
Vacancy Notice #16-42**

POSITION:

The incumbent would be a member of the STAR/Agency Budget Team that is responsible for the development, negotiation, and execution of the State Operations and Local Assistance Budgets for the Department of Taxation and Finance (DTF), the Division of Tax Appeals (DTA), and the Gaming Commission; the School Tax Relief (STAR) program spending, estimation, and monitoring; policy analysis related to the assigned agencies; and finding operating efficiencies and minimizing fraud within the STAR program. The team is also regularly engaged in economic forecasting, research, and analysis. Responsibilities would include, but not be limited to, the following:

- Analyzing and making recommendations on DTF's, DTA's and Gaming Commission's plans for the funding and operation of their programs;
- Monitoring the expenditure of approved resources for effective and efficient utilization, and performing in-depth studies of related issues, programs, and operations;
- Forecasting and monitoring STAR program spending;
- Analyzing and making recommendations on legislation in functional areas, preparing bill memoranda and correspondence, and producing fiscal notes;
- Having knowledge of the Tax Law, State Finance Law and other State, Federal, and local laws as needed for the assignment;
- Producing memos and papers for use by the Front Office and Executive staff;
- Working closely with DTF, DTA, and Gaming Commission staff, as well as the staff of other Budget Division units; and
- Researching and econometric modeling in support of the Unit's real U.S. GDP current quarter modeling effort, a key component of the U.S. macroeconomic forecast process.

ADDITIONAL QUALIFICATIONS:

- Master's degree in economic forecasting;
- SAS experience; and
- The ability to work independently and have strong quantitative, analytical, writing, research and interpersonal skills, as well as experience with spreadsheets and databases.

HOW TO APPLY:

To be considered for this or future positions with the Budget Division, please complete the [Online Employment Application](#). Applications are held in the Division's resume database for six months, after which candidates may reapply to be considered for future opportunities.

If you have a disability and require assistance in applying for employment with the New York State Division of the Budget, or if you have any questions about working for the Division, please contact personnel@budget.ny.gov.

AN EQUAL OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER