



**One State Street, New York, NY 10004**  
An Equal Opportunity/Affirmative Action Employer

## **Announcement of Intention to Fill a Job Vacancy**

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Senior Actuary Life, SG-19

**Location: One Commerce Plaza, Albany**

**Business Unit: Life**

**Negotiating Unit: Professional, Scientific and Technical (PEF)**

**Please note that a change in negotiating unit may affect your salary, insurance and other benefits.**

**Salary: \$59,671 - \$75,785**

**Appointment Status: Permanent**

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The Department of Financial Services (DFS) is seeking candidates for the position of Senior Actuary Life position in the Life Bureau of the Insurance Division in Albany. Under the general direction of an Associate Actuary Life or Principal Actuary Life, the duties of the positions include, but are not limited to, the following:

- Assists in the automation of Department procedures using Microsoft Access, Excel and other software as needed;
- Performs mathematical, quantitative, or qualitative analysis for special projects that may arise on an ad-hoc basis;
- Assists more senior actuaries with their participation on various task forces of the National Association of Insurance Commissioners such as the Life Actuarial Task Force and the Life Risk Based Capital Working Group. Assists the Chief Life Actuary in overseeing the preparation and review of model laws, regulations and guidelines on actuarial matters;
- Assists with the development of new or revised requirements (e.g. regulations/legislation) regarding policy for requirements, asset/liability management, policy requirements, risk management, capital markets issues, and minimum statutory formula reserves;
- Reviews minimum statutory formula reserves, including the underlying actuarial reserve factors for traditional life, interest sensitive life, annuities, accident and health, and supplementary contracts; Verifies compliance with applicable laws and regulations and corresponds with companies on atypical methodologies where applicable. Uses Microsoft Excel spreadsheets in performing aspects of this duty;
- Assists in the review of Actuarial Opinions for compliance with applicable regulations; and
- Assists in monitoring capital markets and risk management activities of New York's insurers, including development of risk profiles and analysis of company liquidity and product self support.

### **Appointment method:**

**List Appointment:** Candidates must be reachable on the Civil Service eligible list for 20-110.

To apply for the Continuous Recruitment Examination for Senior Actuary Life, please complete the Examination Application materials, found here: <https://www.cs.ny.gov/extdocs/pdf/20-101.pdf>, and return them, along with a copy of your collegiate transcripts, to the address below\*:

NYS Department of Financial Services  
Office of Human Resources Management  
One Commerce Plaza, Suite 301  
Albany, NY 12257  
[Human-resources@dfs.ny.gov](mailto:Human-resources@dfs.ny.gov)

\*Note: There is no deadline to apply for the Senior Actuary Life examination as applications are accepted on a continuous basis, however, to be considered for this recruitment, please submit your exam application **no later than January 31, 2019.**

**All candidates that apply may not be scheduled for an interview**

**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.

***Pursuant to Executive Order 161, no State entity, as defined by the Executive Order, is permitted to ask, or mandate, in any form, that an applicant for employment provide his or her current compensation, or any prior compensation history, until such time as the applicant is extended a conditional offer of employment with compensation. If such information has been requested from you before such time, please contact the Governor's Office of Employee Relations at (518) 474-6988 or via email at [info@goer.ny.gov](mailto:info@goer.ny.gov).***