



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:** Health

**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:** Contingent Perm

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The Department of Financial Services (DFS) is seeking candidates for the position of Senior Actuary Life in the Health Bureau. In support of the Bureau's rate review, reserving, and risk adjustment responsibilities, the incumbent shall perform duties including the following:

- Assists in the review of community rate adjustment applications for health maintenance organizations (HMOs) by analyzing trends of medical costs by risk classes, verifying demographic pooling factors and ensuring compliance with applicable mandates;
- Assists in review of rates supporting new contracts and services from HMOs, non-profit health service corporations and commercial insurers; examines general industry ratemaking methods for reasonableness, and evaluates actuarial approaches and procedures;
- 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 Health Actuarial Task Force;
- Assists with the development of new or revised requirements (e.g. regulations/legislation) related to pricing, reserving, and risk adjustment;
- Assists in the review of Actuarial Opinions for compliance with applicable requirements;
- Assists in monitoring capital markets and risk management activities of New York's insurers, including development of risk profiles and analysis of company solvency;
- Assists in the development of new or revised legislation, regulations and other rules and guidelines;
- Assists in the review and approval of agent and broker compensation plans;
- Assists in the review of health insurance claim reserves; and
- Checks method and calculation of approximations employed for reserve liabilities.

**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 11, 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).***