



One State Street, New York, NY 10004

**An Equal Opportunity/Affirmative Action Employer**

## Announcement of Intention to Fill Multiple Job Vacancies

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### **Financial Services Examiner 1, G-18**

**(Position may be filled at the Trainee level)**

**Location:** Various locations throughout the state. The majority of the positions are located in Albany and New York City; some positions may be located in Buffalo, Oneonta, Rochester, or Syracuse.

**Negotiating Unit:** Professional, Scientific and Technical (PS&T)

**Salary:** \$60,069 - \$76,387 (Grade-18 level)  
\$53,826 - \$68,511 (Trainee 2 level)  
\$48,237 - \$61,575 (Trainee 1 level)

Appointees who work in the five boroughs of New York City or in Nassau, Suffolk, Rockland or Westchester Counties will receive an additional \$3,026 annual downstate adjustment. Appointees who work in Dutchess, Orange, or Putnam Counties will receive an additional \$1,513 annual mid-Hudson adjustment.

**Appointment Status:** Permanent or Contingent Permanent

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#### **ABOUT THE DEPARTMENT OF FINANCIAL SERVICES:**

The Department of Financial Services's (DFS) mission is to reform the regulation of the financial services industries, including insurance and banking, to keep pace with the rapid and dynamic evolution of these industries, guard against financial crises, and protect consumers and markets from fraud.

DFS is recruiting for Financial Services Examiners to help the Department keep pace with the fast-paced and ever-evolving financial services industry, and provide bold regulatory leadership to meet the challenges of money laundering, terrorist financing, cyber security, affordable health care, mortgage and insurance fraud, and consumer protection, among others.

#### **DUTIES:**

As a **Financial Services Examiner 1**, you would monitor various types of financial services activities according to the statutory responsibilities of the agency; review and analyze different types of documents, transactions, operations and data for compliance with Financial Services laws, rules, and regulations; assist parties such as consumers and financial services institutions in resolving problems by interpreting program guidelines and regulations; prepare narrative reports and draft correspondence concerning the agency's regulatory and examination programs and standards for financial services entities; and personally handle routine regulatory activities.

#### **TRAVEL REQUIREMENTS:**

Extensive travel may be required, including overnight travel. Appointees must possess a valid license to operate a motor vehicle in New York State or otherwise demonstrate their ability to meet the transportation needs of the job in carrying out their responsibilities in any location to which travel is required, including locations not accessible by public transportation. Field work and travel expenses will be reimbursed on a fixed schedule.

**Additional information regarding the duties will be discussed at the time of interview.**

**Ideal candidates will possess:**

- Knowledge of Generally Accepted Accounting Principles (GAAP) and Statements of Statutory Accounting Principles (SSAP).
- Ability to research and consistently apply state laws, Department regulations, National Association of Insurance Commissioners (NAIC) statutory accounting practices, and Federal Deposit Insurance Corporation (FDIC) regulations and practices.
- Knowledge of exam planning procedures, internal controls, sampling techniques, testing procedures, work paper preparation/documentation, reviewing procedures and report writing.
- Knowledge of financial analysis techniques and ratios.
- Ability to understand and evaluate the enterprise risk management functions of insurers.
- Ability to think critically and make decisions based on reasonable and timely analysis.
- Ability to understand and evaluate risks, as well as risk mitigation strategies and controls.
- Ability to see the big picture of the organization.
- Ability to multi-task and manage time effectively.
- Ability to work in and contribute to a team environment.
- Strong communication skills (both written and verbal).
- Ability to participate in presentations discussing examination findings.
- Ability to adapt to complex and rapidly changing expectations and environments.
- Proficiency in MS Excel, Word and Outlook.
- Outstanding analytical and research abilities.
- Ability to work with a variety of customers in the Financial Services sector.

**Appointment method:**

**List Appointment:** Candidates must be reachable on the Civil Service eligible list for 26-570 and be an approved candidate on the Auditor Trainee / Auditor 1 Select Title list. (See additional information below.)

**55 b/c Appointment:** Candidates must meet the eligibility requirements of the Governor's Program to Hire Individuals and Veterans with Disabilities as described in Civil Service Law § 55b/c. Information about this program can be found here: <https://www.cs.ny.gov/rp55/>

**Transfer:** Candidates must have one year of permanent competitive service in a title eligible for transfer via Section 70.1 of the Civil Service Law. Information regarding transfer eligibility may be available on the Civil Service Career Mobility Office website at <http://careermobilityoffice.cs.ny.gov/cmo/>.

*Please Note that under Civil Service Law, an employee cannot have two consecutive upward 70.1 or 52.6 transfers without an intervening eligible list appointment if such transfers would exceed two salary grades.*

**ADDITIONAL INFORMATION:**

**Minimum Qualifications:** a bachelor's degree in accounting, auditing, or taxation; OR a bachelor's or higher degree including or supplemented by 24 semester credit hours in accounting, auditing, or taxation courses.

**The Traineeship:** Candidates who are appointed at the Trainee 1 level will participate in a two-year traineeship during which they will receive classroom and on-the-job training as well as periodic evaluations of their performance. After one year of satisfactory service as a Trainee 1, appointees will be advanced without further examinations to the Trainee 2 level, equated to Grade 16; plus any applicable downstate or mid-Hudson adjustments. Candidates hired at the Trainee 2 level will participate in one year of the traineeship. After one year of satisfactory Trainee 2 service, appointees will be advanced without further examination to the journey-level title.

**Advanced Placement:** If you are selected for appointment, at the agencies discretion, you may be appointed directly to the Financial Services Examiner Trainee 2 or the Financial Services Examiner.

To be considered for advanced placement to the **Financial Services Examiner Trainee 2**, you must possess, beyond the "Minimum Qualifications".

**Either 1.** A master's or higher degree in accounting, auditing, or taxation;

**OR 2.** One year of professional experience in accounting/auditing or financial internal or field auditing, where you were responsible for the full range of activities in the design and/or review, analysis and management of accounting systems, resulting in the preparation of, or recommendations on, financial statements in accord with generally accepted accounting principles.

To be considered for advanced placement to the **Financial Services Examiner**, you must possess, beyond the “Minimum Qualifications”.

**Either 1.** Two years of professional experience in accounting/auditing or financial internal or field auditing, where you were responsible for the full range of activities in the design and/or review, analysis and management of accounting systems, resulting in the preparation of, or recommendations on, financial statements in accord with generally accepted accounting principles.

**OR 2.** A master's or higher degree in accounting, auditing, or taxation; AND one year of professional experience in accounting/auditing or financial internal or field auditing, where you were responsible for the full range of activities in the design and/or review, analysis and management of accounting systems, resulting in the preparation of, or recommendations on, financial statements in accord with generally accepted accounting principles.

**Or 3.** A currently valid Certified Public Accountant license and registration issued by New York State.

**Note:** Courses such as business law, economics, statistics, and most finance courses, although taken as part of an accounting curriculum, cannot be counted toward the 24 semester credit hours.

Experience NOT considered qualifying are activities restricted to teaching, bookkeeping, maintaining/auditing payroll records or accounts receivable/accounts payable, or preparing tax returns.

**To Apply:** Interested qualified candidates must submit a resume and letter of interest **no later than January 26, 2022** to the email address listed below. Please include the Box # (**Box FSE2022**) in the subject line of your email to ensure receipt of your application. **Email submissions are preferred.**

Ryan Taratus  
Box FSE2022  
New York State Department of Financial Services  
Office of Human Resources Management  
One Commerce Plaza, Suite 301  
Albany, NY 12257  
Email: FSE.Trainee@dfs.ny.gov  
Fax: (518) 402-5071

**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).***