



**An Equal Opportunity/Affirmative Action Employer**

**Announcement of Intention to Fill Multiple Job Vacancies**

---

**Financial Services Examiner Trainee 1, NS**  
**(Positions to be filled at the Trainee 1 level only)**

**Location:** Albany and New York City

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

**Salary:** \$49,202 - \$62,806 (Trainee 1 level)  
\$54,903 - \$69,882 (Trainee 2 level)  
\$61,270 - \$77,912 (Grade-18 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.

**Appointment Status: Permanent, Contingent Permanent or Provisional**

---

**ABOUT THE DEPARTMENT OF FINANCIAL SERVICES:**

The New York Department of Financial Services (DFS) seeks to build an equitable, transparent and resilient financial system that benefits individuals and supports business.

DFS is recruiting for Financial Services Examiners to help the Department protect consumers from financial harm; ensure the health of the financial entities we regulate; drive economic growth in New York through responsible innovation; and preserve the stability of the global financial system.

Candidates may be placed into any of the following Divisions:

- Banking
- Capital Markets
- Climate
- Consumer Protection and Financial Enforcement
- Cybersecurity
- Insurance
- Pharmacy Benefit Managers
- Research and Innovation (Virtual Currency)

**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:**

**Provisional:** There is currently no viable list in the above locations, therefore, this could be a provisional appointment. A provisional appointment is a non-permanent appointment pending examination. If you are appointed provisionally, you must take and pass the next scheduled Civil Service examination for this title before you can be permanently appointed. Failure to take and pass the examination may result in revocation of the appointment.

**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:**

Either 1. a bachelor's degree or higher in accounting, auditing, economics, econometrics, business economics, finance, financial administration, mathematics, applied mathematics, mathematical sciences, statistics, actuarial science, or taxation; Or 2. a bachelor's degree or higher including or supplemented by 24 semester credit hours in accounting, auditing, economics, econometrics, business economics, finance, financial administration, mathematics, applied mathematics, mathematical sciences, statistics, actuarial science, or taxation.

**The Traineeship:** Candidates will be appointed at the Trainee 1 level and 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 salary. After one year of satisfactory Trainee 2 service, appointees will be advanced without further examination to the journey-level title and Grade 18 salary.

**To Apply:** Interested qualified candidates must submit a resume, letter of interest, and an unofficial copy of their transcripts **no later than May 31, 2022** to the email address listed below. Please include the Box # (**Box FSE2022-PROV**) in the subject line of your email to ensure receipt of your application. **Email submissions are preferred.**

Ryan Taratus  
Box FSE2022-PROV  
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).***