



An Equal Opportunity/Affirmative Action Employer
Announcement of Intention to Fill a Job Vacancy

**Examinations Manager
(Director Financial Services Programs 1, SG-31)**

Location: One Commerce Plaza, Albany

Business Unit: Pharmacy Benefits Bureau

Negotiating Unit: Professional, Scientific and Technical (PEF)

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

Salary: The starting salary for this position is \$120,117 with periodic increases up to \$146,225

Appointment Status: Permanent

Appointment to this position is pending Governor Appointment's Office and Division of Budget approval.

The New York Department of Financial Services seeks to build an equitable, more transparent and resilient financial system that benefits New Yorkers and supports business. Through engagement, data-driven regulation, and operational excellence, DFS is responsible for empowering consumers and protecting them from financial harm; ensuring the health and stability of the financial entities we regulate; and driving economic growth through responsible innovation.

The Department of Financial Services (DFS) is seeking candidates for the position of Examinations Manager. Reporting directly to the Unit Chief of the Pharmacy Benefits Managers (PBM) Regulatory Unit, duties will include, but not be limited to, the following:

- Supervises the creation and implementation of the examination program for Pharmacy Benefits Managers (PBM) registered or licensed by DFS;
- Establishes methods and procedures for facilitating and verifying PBM compliance with Article 29 of the Insurance Law and regulations promulgated thereunder;
- Coordinates and supervises the work of DFS staff examiners and any relevant outside contractors in carrying out the routine and special examinations of PBM registered or licensed under Article 29 of the Insurance Law;
- Reviews and edits draft examination reports for presentation to the Deputy Superintendent, including review of findings and recommendations;
- Prepares memoranda related to specific findings in examinations, and briefs bureau leadership as needed on these findings;
- Maintains schedule of examinations to ensure PBMs are routinely examined and that DFS has appropriate staff and resources to support those examination;
- Monitors the operation of the PBM examination program and recommends changes to operating procedures and regulations related to examinations; and
- Other duties as assigned.

Preferred Qualifications

- Excellent written, and oral communications skills.

Appointment method:

Candidates must meet the minimum qualifications listed below in order to be eligible for appointment.

Non-Competitive: A Bachelor's Degree in accounting, actuarial sciences, auditing, banking, business, business administration, business and technology, commerce, computer information systems, computer science, consumer sciences, criminal justice, cyber security, econometrics, economics, finance, financial administration, health, health administration, information systems, information systems engineering, information technology, internal controls, international or public affairs, law, market analysis, mathematics, public administration, public policy, risk management, statistics, taxation, or technology and seven (7) years of financial services experience with: 1) a regulated entity who has a regional, national and/or international presence; or 2) a governmental regulatory entity. This experience must include practical and technical knowledge about State, federal and/or international financial services laws, rules and regulations. Two (2) years of the experience must have been at a managerial level.

To Apply: Interested qualified candidates must submit a resume and letter of interest **no later than August 4, 2022** to the email address listed below. Please include the Box # **(Box EM-DFSP1-10018)** in the subject line of your email to ensure receipt of your application. **Email submissions are preferred.**

Christine McCann
Box EM-DFSP1-10018
New York State Department of Financial Services
Office of Human Resources Management
One Commerce Plaza, Suite 301
Albany, NY 12257
Email: NCE.Notifications@dfs.ny.gov
Fax: (518) 402-5071

All candidates that apply may not be scheduled for an interview

Public Service Loan Forgiveness

Employment with New York State qualifies an individual for Public Service Loan Forgiveness (PSLF). This program forgives the remaining balance on any Direct Student Loans after you have made 120 qualifying monthly payments while working full-time for a U.S. federal, state, local, or tribal government or not-for-profit organization. To learn more about the program and whether you would qualify, please visit: <https://studentaid.gov/manage-loans/forgiveness-cancellation/public-service>

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 Office of Employee Relations at (518) 473-3130 or via email at response@oer.ny.gov.