



Division of the Budget

Budget Fellow **Transportation, Technology and Workforce Unit** **Department of Transportation Team** **Reference #21-94**

The successful candidate will be a member of the Transportation Section, which has budgetary responsibility for the State's extensive transportation network including the Department of Transportation, Metropolitan Transportation Authority, Thruway Authority, public transit systems, bridge and port authorities, and rail and aviation systems.

This position will be part of a three-person team responsible for the Department of Transportation, Thruway Authority, and certain bridge authorities. The team's portfolio covers both on- and off-budget entities, multiple types of funding mechanisms, and a variety of both operating and capital programs, including capital aid to localities.

The individual's assignment will include developing and reviewing budget and programmatic recommendations; facilitating and monitoring budget execution activities; representing the Division in meetings with agency and authority fiscal and program staff; drafting legislation and bill memorandums; tracking revenues, disbursements, and staffing against fiscal and personnel plans; providing periodic reports to management; and other functions as assigned.

Qualification/Skills:

Candidates should have strong written and verbal communication skills, the ability to think creatively and strategically, define and analyze problems, manage competing priorities, and work both independently and as part of a team. Candidates are also expected to be proficient in the use of office technology and Microsoft applications; strong spreadsheet skills are preferred.

How to Apply:

To be considered for this or future positions with the Budget Division, please complete the [Online Employment Application](#) and select "Transportation" in the Professional Interests section. Applications are held in the Division's resume database for six months, after which candidates may reapply to be considered for future opportunities.

If you require assistance in applying for employment with the New York State Division of the Budget, or if you have any questions about working for the Division, please contact personnel@budget.ny.gov.

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