



Division of the Budget

Tax & Finance, Gaming and Tax Appeals Budget and Policy Analyst Economic Development, Environment and Energy Unit

Salary: \$53,404 - \$63,266

Reference #23-61

The incumbent will serve as a member of the Department of Tax & Finance, Gaming Commission, and Tax Appeals Team within the Economic Development, Environment, and Energy Unit. This team is responsible for the development, negotiation, and execution of the State Operations and Local Assistance Budgets for the Department of Tax & Finance (DTF), the Division of Tax Appeals (DTA), and the Gaming Commission.

Responsibilities of the Tax & Finance, Gaming and Tax Appeals Budget and Policy Analyst include, but are not limited to:

- Analyzing and making recommendations for DTF's, DTA's, and Gaming's plans for the funding and operation of their programs.
- Evaluating and developing policy and fiscal recommendations for the Executive Budget.
- Overseeing the implementation of Enacted Budget initiatives and programs.
- Assisting in the development, implementation, and monitoring of Agency initiatives.
- Reviewing legislation and preparing bill memoranda and correspondence.
- Producing memos and papers for use by the Front Office and Executive staff.
- Working closely with agency and Division of the Budget (DOB) staff to accomplish DOB assignments and Executive Initiatives.

Qualification/Skills:

The successful candidate must have strong analytical and writing skills, demonstrate attention to detail, possess good interpersonal skills, and work well both independently and as part of a team.

How to Apply:

To be considered for this or future positions with DOB, please complete the [Online Employment Application](#) and select "Budget Fellow" as the Title Applying For and select "Racing/Gaming" in the Professional Interests section. Applications are held in DOB's resume database for three months, after which candidates may reapply to be considered for future opportunities.

If you require assistance in applying for employment with the DOB, or if you have any questions about working for DOB, please contact personnel@budget.ny.gov.

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