



## Division of the Budget

### **Transit Budget and Policy Analyst**

#### **Transportation and Transit Unit**

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

**Reference #23-72**

The successful candidate will become a member of the Transportation and Transit Unit, 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 team is responsible for developing and implementing fiscally responsible solutions for Local Assistance and Capital Projects funding for Upstate and Downstate public transportation systems operated mainly by public authorities and local governments throughout the State. These include the Metropolitan Transportation Authority, Niagara Frontier Transportation Authority, Rochester Genesee Regional Transportation Authority, Central New York Regional Transportation Authority, Capital District Transportation Authority, other local transit systems, and private intercity bus providers. The team is also responsible for oversight of the NYS Thruway Authority, NYS Bridge Authority and similar regional authorities.

#### **Responsibilities of the Transit Budget and Policy Analyst include, but are not limited to:**

- Monitoring fiscal operations and financial status.
- Developing fiscal and program recommendations.
- Tracking Aid to Localities and Capital Projects funds, on- and off-budget revenues, and managing disbursements against fiscal plans.
- Facilitating budget execution.
- Drafting a variety of legislation, bill memos, and reports to management.
- Representing the Division of the Budget in meetings.

#### **Qualification/Skills:**

They should have strong written and verbal communication skills; the ability to think creatively and strategically; skills in recognizing, defining, and analyzing problems; and the ability to work both independently and in a team framework. Advanced spreadsheet skills and knowledge of Division databases are preferred.

#### **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 "Transportation" 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](mailto:personnel@budget.ny.gov).

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