



Information Technology Budget and Policy Analyst

General Government and Workforce Unit

Salary: \$53,404 – \$63,266

Reference #23-85

The successful candidate will be part of the General Government and Workforce Unit and responsible for budgeting the Office of Information Technology Services (ITS). ITS is responsible for providing centralized technology services to customer agencies, setting the State's technology standards, and coordinating and governing information technology projects.

Responsibilities of the Information Technology Budget and Policy Analyst include, but are not limited to:

- Review and evaluate proposals to identify budgetary and programmatic impacts on ITS and/or its customer agencies and ensure consistency with gubernatorial objectives.
- Develop policy and fiscal recommendations for the Executive Budget.
- Prepare legislative and other informational reports on information technology projects.
- Conduct in-depth studies, participating in projects, and representing DOB on workgroups related to the delivery of enterprise services by ITS.
- Project and monitoring agency spending against the State Financial Plan.

Assignment requires that individuals:

- Develop strong working relationships with agency staff and other DOB examiners.
- Represent DOB in agency discussions and legislative negotiations.

This position provides broad-based experience in all aspects of IT financing, as well as the opportunity to work with many state agencies on the financing of IT projects. The assignment offers a wide spectrum of budget responsibilities including State Operations and Capital financing.

Qualification/Skills:

The successful candidate must have strong analytical, and writing skills, demonstrate an attention to detail, possess good interpersonal skills, and have the ability to 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 "Information Technology" 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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We are happy to provide religious accommodations during the hiring process for those in need. If you have a disability or special need that requires a reasonable accommodation, please send a request to personnel@budget.ny.gov.

Executive Order 161:

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) 474-6988 or via email at info@oer.ny.gov.