

**CITY OF NEW YORK
NEW YORK CITY DEPARTMENT FOR THE AGING**

CITYWIDE VACANCY NOTICE

Civil Service Title:	<u>City Research Scientist II</u>	Salary:	<u>\$70,286 - \$88,213*</u> <u>\$80,829 - \$88,213**</u>
Title Code:	<u>21744</u>	Number of Positions:	<u>1</u>
Office Title:	<u>City Research Scientist II</u>	Work Location:	<u>2 Lafayette Street, NYC</u>
Division/Work Unit:	<u>Planning & Technology/Research</u>		

Job Description:

- Responsible for the analytic work and client data reports, which will help support community programs compliance with record keeping, and program planning, especially for ThriveNYC programs.
- Under general direction, with wide latitude for independent initiative and judgment, assists with the design, execution, and interpretation of research studies.
- Analyzes client data from our STARS data system, using SPSS, EXCEL, Crystal reports, and SQL. Prepares regular summary reports for both internal and for distribution to community based agencies.
- Prepare reports which will be used to recommend changes in policy or service improvements for the elderly.

***Non-City rate.**

****City incumbent rate.**

Minimum Qualifications:

1. A doctorate degree from an accredited college or university with specialization in an appropriate field of physical, biological, environmental or social science and one year of full-time experience in a responsible supervisory, administrative or research capacity in the appropriate field of specialization; or
2. A master's degree from an accredited college or university with specialization in an appropriate field of physical, biological, environmental or social science and three years of responsible full-time research experience in the appropriate field of specialization; or
3. Education and/or experience which is equivalent to "1" or "2" above. However, all candidates must have at least a master's degree in an appropriate field of specialization and at least two years of experience described in "2" above. Two years as a City Research Scientist Level I can be substituted for the experience required in "1" and "2" above.

Preferred Skills:

A master's degree from an accredited college and three years of full-time, professional research experience. A doctorate degree from an accredited college is preferred. However, all candidates must have a master's degree from an accredited college. Candidate should have experience in social services, community relations, public administration or management. Candidates must have advanced knowledge in statistical analysis through SPSS and Excel. Experience with Crystal reports and SQL is preferred. Excellent writing and communication skills is preferred. Candidates with a PhD and expertise in research methodology and analytics is preferred.

NOTE: NEW YORK CITY RESIDENCY IS REQUIRED WITHIN 90 DAYS OF APPOINTMENT.

TO APPLY

All current City Employees may apply by going to Employee Self Service (ESS) <http://cityshare.nycnet/ess>
Click on Recruiting Activities/Careers and Search for Job ID #303423

All other applicants, please go to www.nyc.gov/careers/search and search for Job ID#303423

Please do not email, mail or fax your resume to DFTA directly.

Posting Date: September 1, 2017	Post Until: Until Filled	JVN No. 125-18-04CW
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WE ARE AN EQUAL OPPORTUNITY EMPLOYER