

DEPUTY CHIEF ACTUARY (NYCOA)

General Statement of Duties and Responsibilities

This is a managerial class of positions.

Under executive direction of the Chief Actuary, with full latitude for the exercise of independent initiative and judgment, oversees the activities of major divisions in the Office of the Actuary.

Examples of Typical Tasks

Reports directly to and acts as a close confidential adviser to the Chief Actuary and serves as a member of the Chief Actuary's senior management team on matters of a sensitive or policy-making nature.

Responsible for overseeing actuarial services that involves monitoring, certifying, and providing technical expertise regarding benefits of the city's pension funds and retirement systems.

Directs the work of managerial, professional, technical and support staff responsible for the operations of the agency.

Develops and implements metrics to gauge agency effectiveness.

Represents the Chief Actuary or First Deputy Chief Actuary at meetings and conferences concerning policy, confidential, operational issues, and agency activities.

May act for the Chief Actuary in his/her temporary absence and the absence of a First Deputy Chief Actuary.

DEPUTY CHIEF ACTUARY (NYCOA) (continued)

Qualification Requirements

1. Accreditation as an Associate of the Society of Actuaries (ASA) or Fellow of the Society of Actuaries (FSA), and a baccalaureate degree from an accredited college or university and four years of progressively more responsible, satisfactory full-time professional experience in the actuarial aspects of an employee retirement system, at least 18 months of which must have been in an administrative, managerial, executive capacity or supervising professional personnel performing statistical, mathematical, actuarial or related work; or
2. A baccalaureate degree from an accredited college or university, including or supplemented by 24 credits in actuarial science, mathematics or statistics and five years of progressively more responsible, satisfactory full-time professional experience in the actuarial aspects of an employee retirement system, at least 18 months of which must have been in an administrative, managerial, executive capacity or supervising professional personnel performing statistical, mathematical, actuarial or related work; or
3. Education and/or experience equivalent to "1" and "2" above. Graduate study in the areas listed above may be substituted for up to one year of required non-supervisory experience on a year for year basis. However, all candidates must have a baccalaureate degree from an accredited college or university and 18 months of experience in an administrative, managerial, executive or supervisory capacity as described in "1" and "2" above.

Lines of Promotion

None. This class of positions is classified in the Non-Competitive Class.