

DEPUTY COMMISSIONER FOR POLICY ANALYSIS (DDC)

General Statement of Duties and Responsibilities

This is a management class of positions.

Under executive direction of the Commissioner, with extensive latitude for the exercise of independent initiative and judgment, serves as a member of the Commissioner's senior management team.

Examples of Typical Tasks

Provides direction to the agency on policies, standards, and operations relating to an area of expertise.

Directs a large staff of professionals engaged in managing the timely and cost-effective implementation of major projects for a specific client agency or programmatic type.

Manages difficult and responsible professional organizational research work in the conduct of highly difficult and complex surveys and studies of organizational and operating problems of great difficulty and complexity, which may require the use of exceptionally difficult quantitative analysis, cost analysis and other research techniques, and makes recommendations to executive management to obtain optimum efficiency in the utilization of staff, machines, equipment, and space.