



POSITION AVAILABLE:

Office Title: Geographic Analyst	Civil Service Title: Economist
Level: L1	Salary Range: \$48,000 - \$50,720
Division: Info Tech / Enterprise Data Management Section	Number of Positions: 1
Job ID: 400117	Hours / Shift: Mon – Fri (9am-5pm)
Position Status: Full-Time / Permanent	Application Deadline: Until Filled
DISCLAIMER: The NYC Department of City Planning does not offer Sponsorship, of any kind, for any type of employment opportunity.	

THE AGENCY

The Department of City Planning (DCP) plans for the strategic growth and development of the City through ground-up planning with communities, the development of land use policies and zoning regulations, and sharing its perspectives on growth and community needs with sister agencies in collaboration with the Office of Management and Budget (OMB).

DCP’s six strategic objectives include: (a) catalyze long-term neighborhood improvement through integrated planning and targeted accompanying public investments; (b) encourage housing production, affordability, and quality; (c) promote economic development and job growth; (d) enhance resiliency and sustainability of neighborhoods; (e) ensure integrity, timeliness and responsiveness in land use reviews; and, (f) supply objective data and expertise to a broad range of planning functions and stakeholders.

Central to its mission, DCP supports the City Planning Commission in its annual review of approximately 450 land use applications. The Department also works closely with OMB in developing the Ten-Year Capital Strategy, and helping administer the Neighborhood Development Fund, geared toward ensuring that growing neighborhoods undergoing rezoning have accompanying infrastructure investments.

The New York City Department of City Planning is a great place to work – cultivating intellectual inspiration, professional development and creativity. Visit our website at www.nyc.gov/planning to access the full listing of job opportunities and to learn more about our great agency.

THE DIVISION

Information Technology Division (ITD) is responsible for supporting the agency’s technology footprint,

including technology infrastructure across five boroughs, as well as workflow applications and databases for analytics and decision-making. The division is comprised of 50+ inter-disciplinary staff with specialties in application development, database maintenance, data processing, data visualization and mapping, desktop support, server engineering, and telecom, amongst many others. The division provides technology support for agency staff across five boroughs.

Within ITD, the Enterprise Data Management (EDM) section is responsible for creating and implementing the agency's data strategy and data governance policy; updating and maintaining core citywide data sets in support of 911 dispatch and the operations of city agencies; and improving the creation, use, and availability of geospatial data sets within the agency.

THE ROLE

ITD's Enterprise Data Management (EDM) section is seeking a detail-oriented Geographic Analyst for its Geographic Research Unit (GRU). GRU is responsible for the integrity of critical citywide datasets used by citywide geocoding systems and 911 dispatch, including street centerlines; administrative and political boundaries; and building addresses. The ideal candidate will be passionate about data quality; invigorated about planning out strategies that induce economic improvement and efficiency; and will remain motivated to innovate updated procedures and QA processes.

Under supervision, the Geographic Analyst's primary areas of responsibility include, but are not limited to:

- Research, analyze, validate, correct, maintain and update geographic data files using related spatial data, imagery, and other resources;
- Planning the collection, organization, analysis, interpretation and presentation of data relative to accurate and successful geocoding
- Perform quality assurance of data files
- Document and innovate work procedures and methodologies;
- Execute geographic processing programs, coordinate data releases, and publish datasets;
- Respond to user requests for corrections and updates to base data sets; and
- Understand the functionality and applications of DCP's Geosupport System

Preferred Skills

- Strong research, analytical and organizational skills, ability to work effectively with others, to keep supervisory staff informed, and to meet deadlines;
- Ability to master complex data systems and interest in understanding how the pieces fit together;
- Demonstrated experience using ArcGIS; experience with open source technologies such as SQL, PostgreSQL, PostGIS, Python, and GeoPandas is a plus;
- Interest in modernizing and automating procedures and processes while maintaining data quality;
- Ability to work in a cross functional team and collaborate on projects with other teams within ITD; and
- Interest in urban planning and knowledge of NYC geography and data.

MINIMUM REQUIREMENTS:

Authorization to work in the United States is required for this position. **NYC Department of City Planning does not provide sponsorship for international employees.** Applicants are responsible for ensuring that they meet all minimum qualifying requirements for this position, at the time of application.

1. A master's degree from an accredited college or university in economics, statistics, finance, management, business administration, public administration, public policy or related field; or
2. A baccalaureate degree from an accredited college or university, including or supplemented by 24 semester credits in one or more of the course areas of economics, statistics,

finance, management, mathematics, business administration, public administration, and public policy, 12 semester credits of which must have been in economics; and one year of satisfactory full-time experience in one or more of the fields of finance; economic, fiscal or statistical research; policy analysis; or quantitative, business, market or financial analysis. Graduate semester credits in any of the areas described in "1" above may be substituted for the undergraduate semester credits on the basis that each 3 graduate semester credits may be substituted for 6 of the required undergraduate semester credits.

Special Note

To be eligible for placement in Assignment Level II individuals must have, in addition to meeting the minimum requirements, at least one additional year of full-time experience listed in "2" above.

Special Note

To be eligible for placement in Assignment Level III individuals must have, in addition to meeting the minimum requirements, at least two additional years of full-time experience listed in "2" above.

TO APPLY: All applications must be submitted through the NYC Careers / ESS Website

City Employees – Click [here](#) to apply directly

1. Log in to ESS.
2. Search for job ID number: **400117**
3. Click on the job business title: **Geographic Analyst**
4. Click on "Apply Now" at the bottom of the posting

Non-City Employees – Click [here](#) to apply directly, or visit: <https://www1.nyc.gov/jobs/> and follow the steps below:

1. Search for job ID number: **400117**
2. Click on the job business title: **Geographic Analyst**
3. Click on "Apply Now" at the bottom of the posting

Please be advised that only applicants under consideration will be contacted.

Appointments are subject to Office of Management and Budget (OMB) approval.

Authorization to work in the United States is required for this position.

The candidate selected for this position must be a resident of the City of New York or become a resident within 90 days of appointment.

THE DEPARTMENT OF CITY PLANNING IS AN EQUAL OPPORTUNITY EMPLOYER AND A COPY OF THE EQUAL OPPORTUNITY PROGRAM IS AVAILABLE IN THE HUMAN CAPITAL DIVISION. THE DEPARTMENT MAKES AVAILABLE ACCOMMODATIONS FOR DISABLED APPLICANTS