POSITION AVAILABLE

<table>
<thead>
<tr>
<th>Office Title: Geographic Analyst</th>
<th>Civil Service Title: City Planner</th>
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</thead>
<tbody>
<tr>
<td>Level: 1</td>
<td>Salary Range: $57,000 - $64,000</td>
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<tr>
<td>Division / Work Unit: Population Division</td>
<td>Number of Positions: 1</td>
</tr>
<tr>
<td>Job ID: 535051</td>
<td>Hours / Shift: Mon – Fri (9am – 5pm)</td>
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<tr>
<td>Position Status: Full-Time / Permanent</td>
<td>Application Deadline: Until Filled</td>
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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 applicable citywide 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:
The Population Division is responsible for the compilation, analysis and dissemination of census and related federal, state and local data for city agencies, local communities and the media. It is the city’s hub of expertise in census data analyses and dissemination. Within the Department, the Population Division provides data for a variety of local and citywide planning studies, environmental review analyses, and capital planning strategies. The division also provides other city agencies and outside organizations with
data to address questions involving needs assessment, program planning and targeting, and policy formulation. This includes the development of current population estimates and short- and long-term population projections. Finally, the Population Division is leading the evaluation and analysis of recently released data from the 2020 Census.

THE ROLE:

The Population Division is looking for a quantitatively oriented person to provide demographic analyses and geographic products for a range of clients. This involves the compilation, mapping, and analysis of vital statistics, census, and related data for a host of division initiatives.

The successful candidate will:

- Prepare written analyses, informed by the research literature, on population trends in New York City, using data from the decennial censuses, the American Community Survey, and state and local sources to provide insight into important planning-related issues
- Conduct GIS analyses to assess spatial components of demographic conditions and trends
- Produce data visualizations for use in presentations and online applications
- Create and execute programs to download, process, and construct datasets from a variety of federal, state, and local sources
- Perform quality assurance of data files and document work procedures

PREFERRED SKILLS:

- Strong research and analytical skills and a facility with numerical data
- Firm conceptual understanding of major data sources such as the decennial census and American Community Survey
- Strong GIS and ArcGIS skills, including ArcGIS Online tools (e.g., StoryMaps)
- Familiarity with data visualization packages such as Carto or Tableau
- Proficiency with R, SPSS, or similar software
- Capacity to work with others as part of a research team.

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 baccalaureate degree from an accredited college or university and two years of satisfactory full-time experience in city planning; or

2. A satisfactory combination of education and/or experience that is equivalent to “1” above.

   Graduate education in city planning, urban planning, urban design, architecture, landscape architecture, transportation engineering, public administration, economic development or related fields may be substituted for experience on the basis of 30 graduate semester credits from an accredited college for one year of experience. However, all candidates must have a baccalaureate degree.

Special Qualification Requirements

Assignment Level III

To be eligible for placement in Assignment Level III, individuals must have, after meeting the minimum requirements, one additional year of professional experience as described in “2” above.
Assignment Level IV
To be eligible for placement in Assignment Level IV, individuals must have, after meeting the minimum requirements, two additional years of professional experience as described in "2" above.

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

City Employees
1. Log in to ESS.
2. Search for job ID number: 535051
3. Click on the job business title: Geographic Analyst
4. Click on “Apply Now” at the bottom of the posting

Non-City Employees – Please visit: https://www1.nyc.gov/jobs/ and follow the steps below:
1. Search for job ID number: 535051
2. Click on the job business title: Geographic Analyst
3. Click on “Apply Now” at the bottom of the posting

Only applicants under consideration will be contacted. Appointments are subject to Office of Management and Budget (OMB) approval.

As of August 2, 2021, all new hires must be vaccinated against the COVID-19 virus, unless they have been granted a reasonable accommodation for religion or disability. If you are offered city employment, this requirement must be met by your date of hire, unless a reasonable accommodation for exemption is received and approved by the hiring agency.

PLEASE NOTE: New York City residency is generally required within 90 days of appointment. However, City Employees in certain titles who have worked for the City for 2 continuous years may also be eligible to reside in Nassau, Suffolk, Putnam, Westchester, Rockland, or Orange County. To determine if the residency requirement applies to you, please discuss with a Human Capital representative.

The City of New York is an inclusive equal opportunity employer committed to recruiting and retaining a diverse workforce and providing a work environment that is free from discrimination and harassment based upon any legally protected status or protected characteristic, including but not limited to an individual's sex, race, color, ethnicity, national origin, age, religion, disability, sexual orientation, veteran status, gender identity, or pregnancy.

As a current or prospective employee of the City of New York, you may be eligible for federal loan forgiveness programs and state repayment assistance programs. Please review the notice to see if you may be eligible for programs and how to apply at nyc.gov/studentloans.