

## Job Opening

**Job Posting:** March 2022

**Application Deadline:** 30 days or  
until position is filled

**JOB TITLE:** Data Scientist

**LOCATION:** NYC or Albany

**DEPT:** DMWBD

**BASIC FUNCTION:** Examine data sets to identify trends and draw conclusions with insights gained from analyzing division data. The ideal candidate is adept at using large data sets to find opportunities for product and process optimization and using models to test the effectiveness of different courses of action. They must have strong experience using a variety of data mining/data analysis methods, using a variety of data tools, building and implementing models, using/creating algorithms and creating/running simulations. They must have a proven ability to drive business results with their data-based insights. They must be comfortable working with a wide range of stakeholders and functional teams. The right candidate will have a passion for discovering solutions hidden in large data sets and working with stakeholders to improve business outcomes.

Support the team to architect and design Software as a Service (SaaS) and cloud-based web and mobile technology solutions in support of ESD's MWBE related business requirements under the general direction of the Executive Director of the Division of Minority & Women's Business Development (MWBD). Applicant must possess a proficient knowledge of current Web, Mobile and Microsoft Application Development platforms, cloud infrastructure and SaaS tools and programming languages.

### **WORK PERFORMED:**

- Present, execute and refine data-driven recommendations to optimize our go-to-market execution.
- Lead the Disparity and Workforce Development Studies data analysis used to evaluate MWBEs in state contracts to support the division.
- Analyze business requirements and develop project plans and timelines that utilize available application development technologies to improve organizational business functions
- Provide Data Analysis and Ad Hoc reporting as required by application users and Division's Executive Leadership Team.
- Liaise with managers, end users and 3rd party vendors in support of application requirements
- Research new technologies to improve professional knowledge and maintain an industry current skill set
- Knowledge of Cloud technologies such as AWS.
- Familiarity with programming for data analysis; Python and SQL
- Ability to work independently and with team members from cross divisions and different backgrounds
- Drive the continuous evolution of best practices for implemented platforms
- Design and implement a variety of training to support the division and agencies & authorities

- Create workflow, SOP (standard operating procedure) and technical specification documentation and diagrams
- Monitor and Optimize Application Performance
- Develop the division's Disaster Recovery Plan and other reporting requirements
- Perform other related duties and / or projects as directed by Executive Director.

**Position expected to work onsite and/or remote consistent with NYS and ESD guidelines and needs.**

**EDUCATION & REQUIREMENTS:**

Education Level required: Master's degree in government, business, social science, mathematics, public administration, statistics, economics, or relevant field. Additional years of experience can be considered with Bachelor's degree.

*Relevant experience required:* Five (5) plus years of relevant experience with community and economic development issues and business operations. Three (3) plus years of experience in a leadership role, which involved developing and/or implementing strategic plans, process and procedure improvements, and/or long-term sustainable efficiency measures. Three (3) plus years of management experience. A J.D. or master's degree may substitute for two years of relevant experience.

*Knowledge required:* Ability to work both independently and as part of a team. Knowledge of government, policy and program development. Excellent written and oral communications skills. Ability to work both independently and as part of a team; Strong written and verbal communication skills.

**APPROXIMATE HIRING SALARY:** Commensurate with experience (w/ comprehensive benefits package)

**INQUIRE**

Donasia Holmes – HR Recruiter, Human Resources Dept.

**External Candidates:** *Send resume to [resumes@esd.ny.gov](mailto:resumes@esd.ny.gov), indicating job title in subject line and salary requirement in email body*

**Internal Candidates:** *Complete [Posting Application](#) and attach a copy of resume*

**WE ARE AN EQUAL OPPORTUNITY EMPLOYER COMMITTED TO DIVERSITY**