

**Senior Accountant (SG-18); OR  
Accountant Trainee 1 (NS=SG-14); OR  
Accountant Trainee 2 (NS=SG-16)**

**Announcement Posted:**

05/04/22

**Responses must be hand delivered or postmarked by:**

07/03/22

**Salary Range:**

\$61,270 to \$77,912 (Senior Accountant); **OR**

\$49,202 (Accountant Trainee 1); **OR**

\$54,903 (Accountant Trainee 2)

**Location:**

Division of Budget, Finance and Data Management

Bureau of Financial Services

40 North Pearl Street

Albany, NY 12243

**Grade:**

18/NS

**# of Positions:**

1

**Candidates Must Meet the Following Qualifications:**

**Senior Accountant (SG-18):**

Eligible for a lateral transfer or eligible for a 70.1 transfer by having one year of permanent competitive service in an appropriate title;

View a complete listing of [70.1 transferable titles](#); **OR**

**Accountant Trainee 1 (NS=SG-14):**

Eligible for a lateral transfer or eligible for a 70.1 transfer by having one year of permanent competitive service in an appropriate title;

View a complete listing of [70.1 transferable titles](#); **OR**

**Accountant Trainee 2 (NS=SG-16):**

Eligible for a lateral transfer or eligible for a 70.1 transfer by having one year of permanent competitive service in an appropriate title;

View a complete listing of [70.1 transferable titles](#); **OR**

Reachable on the appropriate eligible list in Albany.

## Duties of Position:

The incumbent of the Senior Accountant position in the Division of Budget, Finance and Data Management's Bureau of Financial Services will be assigned to the Fiscal Systems Unit. Duties will include, but not be limited to, the following:

- Analyze federal and state budgets and federal and state laws and regulations, to determine the resulting impact upon the State, as well as the impact on Social Services Districts (local districts) claiming and accounting, and the associated impact on the fiscal systems used by local district accounting staff;
- Working with fiscal systems, including but not limited to, determining system changes needed, reviewing and developing business requirement documents, participating in the development of testing plans for system changes and conducting user acceptance testing for the computer accounting system used by local district accounting staff;
- Prioritize and track all open fiscal system change requests and conduct bi-weekly Fiscal Systems prioritization meeting;
- Work closely with other unit staff who are working on the Integrated Eligibility System (IES) project to ensure all functionality of the current legacy accounting system is captured in the new IES system;
- Attending and participating in a variety of meetings with various stakeholders as a representative of the unit;
- Maintain various fiscal system procedural manuals that are used by local district accounting staff;
- Participate in developing and conducting training for local district accounting staff on fiscal system changes;
- Prepare correspondence to local districts and Federal authorities in response to issues or questions submitted for clarification or consideration.

## Conditions of Employment:

A full-time, permanent appointment will be made. If certified by Civil Service, mandatory reemployment list candidates must be considered first for appointment to this title.

## Remarks:

- **Candidates should reference posting 22-132 when submitting your application.**
- **If submitting electronically, please reference posting 22-132 as part of your subject line.**
- **If you are interested in applying to this position, please visit [how to apply](#) for applicant instructions.**
- **This position meets the criteria for appointment under 55-b and 55-c of Civil Service Law.**
- **Veterans may be entitled to additional compensation if this position is filled via a traineeship. Applicants should identify themselves as a Veteran if this applies to you.**