

## Disability Analyst 2

### Disability Analyst 2 (Spanish Language)

**Announcement Posted:**

02/03/23

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

07/31/23

**Salary Range:**

\$67,897 to 86,140

Plus Location Pay (NYC only): \$3,026

**Location:****Division of Disability Determinations**

Albany Processing Center  
99 Washington Avenue  
Albany, NY 12210

Buffalo Processing Center  
295 Main Street  
Buffalo, NY 14203

Binghamton Processing Center  
2001 Perimeter Road East  
Endicott, NY 13760

New York City Processing Center  
25 Beaver St  
New York, NY 10004

**Grade:**

20

**# of Positions:**

Varies by location

**Candidates Must Meet the Following Qualifications:**

Eligible for a lateral transfer or eligible for a 70.1 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, Buffalo, Endicott, or New York City; **OR**

Provisional Qualifications: Possession of a bachelor's degree or higher in one of the following fields: human biology, biochemistry, human anatomy, human physiology, psychology, nursing, physical therapy, speech and language pathology, medicine, occupational therapy, chiropractic, radiology, or medical technology; **OR**

Possession of a bachelor's degree or higher in any field and **two years** of experience adjudicating claims under Title II and XVI of the Social Security Act; where the primary responsibility (50% or more of your duties) involves the evaluation of the criteria, (including medical criteria), to award disability benefits claims and/or special programs to determine a claimant's eligibility for such benefits.

**Non-Qualifying Experience:** Non-qualifying experience includes, but is not limited to, routine processing and/or adjusting of claims; clerical experience involving forms completion; providing routine claims or client information. You **MUST** provide sufficient **DETAILED** descriptions of qualifying, verifiable experience on your resume.

**Note:**

Your degree must have been awarded by a college or university accredited by a regional, national, or specialized agency recognized as an accrediting agency by the U.S. Department of Education/U.S. Secretary of Education. If your degree was awarded by an educational institution outside the United States and its territories, you must provide independent verification of equivalency. You can write to the Examination Information Desk of the NYS Department of Civil Service for a list of acceptable companies who provide this service. This information can also be found on the Internet at <http://www.cs.ny.gov/jobseeker/degrees.cfm>. You must pay the required evaluation fee.

If you are selected for appointment as a Disability Analyst 2 (Spanish Language), you will be required to demonstrate proficiency in that language. Proficiency must be at a level which will permit you to perform the duties of the position satisfactorily.

**The agency may, at its discretion, nominate qualified candidates for a permanent appointment under the provisions of Rule 4.2 (b) of the Rules for the Classified Service.**

**Duties of Position:**

As a **Disability Analyst 2 or Disability Analyst 2 (Spanish Language)**, you would review individual claims for disability benefits under the provisions of Title II and Title XVI of the Social Security Act and special programs to determine the claimant's eligibility for such benefits. You would evaluate the basis for the claim after examining complex medical reports from physicians, hospitals, and medical labs as well as vocational information in view of the claimant's disability, age, education, and work history. You would clarify any issues by face-to-face or telephone interviews with claimants, administrators, physicians, attorneys, or other medical record personnel. You would then prepare a detailed written analysis of the case information providing a full explanation of the investigation, documentation, and assessment of the medical and other evidence that led to the decision concerning the claim.

**Conditions of Employment:**

Full-time, permanent or provisional appointments will be made. If a provisional appointment is made, the appointee will be required to take the next holding of the Disability Analyst 2 / Disability Analyst 2 (Spanish Language) examination and be immediately eligible for appointment from the eligible list in order to maintain continued employment in this position. If certified by Civil Service, mandatory reemployment list candidates must be considered first for appointment to this title.

Please be advised that all hires or transfers to OTDA's Division of Disability Determinations must submit to mandatory fingerprinting and an associated FBI background investigation by the Social Security Administration under Homeland Security Presidential Directive-12. Not all prior arrests and/or convictions will prohibit appointment. Information is considered on a case-by-case basis.

## **Working for New York State:**

As a New York State employee, you are afforded great fringe benefits totaling in excess of 60% of your salary. Our comprehensive package includes:

- Health care coverage with provisions for hospitalization, medical/surgical coverage, prescription drug benefits, dental, and vision.
- Generous vacation, personal, and sick leave benefits.
- Up to thirteen paid holidays per calendar year.
- Pre-Tax Health Care.
- Voluntary enrollment in deferred compensation plans.
- Access to financial assistance for further career-related study.
- Membership in the New York State Retirement System.

NYS OTDA is an Affirmative Action/Equal Opportunity Employer. We actively solicit and encourage applications from Black, Indigenous, and People of Color (“BIPOC”); LGBTQI+ individuals; women; disabled individuals; and military veterans.

**Candidates must be legally authorized to work in the United States.**

### **Remarks:**

- **Candidates should reference posting 23-021 when submitting your application.**
- **If submitting electronically, please reference posting 23-021 as part of your subject line.**
- **If you are interested in applying to this position, please visit [how to apply](#) for applicant instructions.**
- **These positions meet the criteria for appointment under 55-b and 55-c of Civil Service Law.**