



# Department of Health

**ANDREW M. CUOMO**  
Governor

**HOWARD A. ZUCKER, M.D., J.D.**  
Commissioner

**SALLY DRESLIN, M.S., R.N.**  
Executive Deputy Commissioner

## **ANNOUNCEMENT OF TRANSFER OPPORTUNITY** **CURRENT NYS EMPLOYEES ONLY**

<b>TITLE</b>	Program Research Specialist 3 (Public Health) - 24126
<b>SALARY/GRADE</b>	\$73,284 - \$92,693 / Grade 23
<b>NEGOTIATING UNIT</b>	Professional, Scientific & Technical (05)
<b>LOCATION</b>	Division of Family Health, Bureau of Women, Infant, and Adolescent Health Corning Tower, Empire State Plaza Albany, NY 12237
<b>MINIMUM QUALIFICATIONS</b>	Current NYS Department of Health employee with permanent or contingent-permanent, competitive status as a Program Research Specialist 3(various parenthetics) (G23) <b>OR</b> a NYS employee with one year or more of permanent or contingent-permanent, competitive service in a title at or above a G21 and deemed eligible for transfer under Section 52.6 of the NYS Civil Service Law.
<b>PREFERRED QUALIFICATIONS</b>	Experience in epidemiology; research design; program evaluation; data collection; processing and management methods; and manipulation and analysis of large data files using epidemiologic principles and methodologies. Moderate experience using SAS or other statistical packages; MS Access or other relational databases; and proficiency in the use of the Microsoft Office Suite, with a focus on Excel and PowerPoint. Excellent oral and written communication skills.
<b>RESPONSIBILITIES</b>	Will provide data management and analytic support to the Comprehensive Family Planning and Reproductive Health Care Services Program and assess the impact of the Program in achieving its goal of providing equitable and accessible reproductive health care services to women and men, especially low-income individuals and those without health insurance, through a large statewide network of family planning agencies; will also collect, analyze, and interpret Family Planning clinic visit data submitted by the network of family planning providers; provide continuous oversight of providers' data collection activities and reporting quality through the review of data submission and statistical summary reports; and ensure the timely and accurate reporting of state and federally required measures and statistics; act as the Program's primary point of contact for communications with the family planning data processing vendor and provide data-related training and technical assistance to program staff and participating family planning providers; assist program staff in identifying indicators to utilize as measures for tracking performance improvement progress; collect, manage, and analyze provider profile data; conduct periodic program summary and trend analyses, prepare statistical summary reports and presentations and participate in broader Departmental data analytic and performance management activities; collaborate with the NYS Family Planning Training Center in the identification of performance improvement needs, development and implementation of quality improvement initiatives and activities, and evaluation of the effectiveness and sustainability of strategies used in managing and improving outcomes.
<b>CONDITIONS OF EMPLOYMENT</b>	Contingent-permanent, full-time appointment. Occasional travel, including over nights and travel to areas that may not be served by public transportation, may be required.
<b>APPLICATION PROCEDURE</b>	Submit resume, preferably in PDF format, to Human Resources Management Group, <b>DJA/PRS3PH/24126</b> Room 2217, Corning Tower Building, Empire State Plaza, Albany, New York 12237-0012, or by fax to (518) 473-3395, or by email to <a href="mailto:resume@health.ny.gov">resume@health.ny.gov</a> , with <b>Reference Code DJA/PRS3PH/24126 included in subject line.</b> <u>*Failure to include the required information in the subject line of your email or fax may result in your resume not being considered for this position.</u> Resumes accepted until April 5, 2019.

**NEW YORK STATE IS AN EQUAL OPPORTUNITY EMPLOYER PURSUANT TO EXECUTIVE ORDER 161, NO STATE ENTITY, AS DEFINED BY THE EXECUTIVE ORDER, IS PERMITTED TO ASK, OR MANDATE, IN ANY FORM, THAT AN APPLICANT FOR EMPLOYMENT PROVIDE HIS OR HER CURRENT COMPENSATION, OR ANY PRIOR COMPENSATION HISTORY, UNTIL SUCH TIME AS THE APPLICANT IS EXTENDED A CONDITIONAL OFFER OF EMPLOYMENT WITH COMPENSATION. IF SUCH INFORMATION HAS BEEN REQUESTED FROM YOU BEFORE SUCH TIME, PLEASE CONTACT THE GOVERNOR'S OFFICE OF EMPLOYEE RELATIONS AT (518) 474-6988 OR VIA EMAIL AT [INFO@GOER.NY.GOV](mailto:INFO@GOER.NY.GOV)**

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