

NYC OFFICE OF THE COMPTROLLER

JOB VACANCY NOTICE

Title:	Investment Systems Analyst / Developer
Salary:	\$80,000 - \$90,000
Bureau/Division:	Asset Management
Period:	April 13, 2016 – Until Filled

JOB DESCRIPTION

Bureau of Asset Management manages a large, multi-asset class investment portfolio in a complex environment that provides investment services to five separate pension funds. We are in need of a Systems Analyst with Development skills who has experience in using technology tools to streamline and integrate the activities within Asset Management and with outside service providers. Activities will span support for installations such as the CRM (client relationship management) tool through to eliminating the use of spreadsheets either with the improved use of vendor tools (e.g. myStateStreet) or with desktop tools or other technology.

Responsibilities for the position include, but are not limited to the following:

- Leverage technology to improve processes and implement technology solutions that will drive process improvement and data standardization;
- Analyze, design, develop, test and support custom applications in a variety of environments;
- Use high end computing tools to assist in problem solving;
- Work with area managers, identify functions which will benefit from the application of technology solutions and implement those solutions or make recommendations for alternatives;
- Document process flows and technology solutions;
- Research and evaluate software related technologies and projects;
- Perform other related duties as requested by the reporting manager.

MINIMUM QUALIFICATION REQUIREMENTS

1. A baccalaureate degree from an accredited college in computer science or a related field and four (4) or more year of satisfactory full-time computer software experience in computer systems development and analysis, applications programming, systems programming, with a focus on process reengineering through the use of automation tools, preferably financial and investment technology tools; **or**

2. A satisfactory combination of education and/or experience equivalent to “1” above. However, all candidates must have at least three (3) or more years of full-time experience described above.

PREFERRED SKILLS IN ADDITION TO MINIMUM QUALIFICATIONS

- Demonstrated experience with technology that supports multiple asset classes and functions in the financial services and investment space;
- Experience with ETL tools;
- Proven experience in using technology to better integrate data flows;
- Strong track record in re-engineering processes via the creation and implementation of technology tools;
- Proficiency in Microsoft Office suite (Word, Excel, Powerpoint);
- Proficiency in Microsoft Access is desired;
- Proficiency in storing, querying and manipulating data in MS SQL Server (SQL, Stored Procedures, Triggers, SSIS) is desired.

TO APPLY, GO TO: Employment Opportunities at www.comptroller.nyc.gov

Certain residency requirements may apply. We appreciate every applicant’s interest; however, only those under consideration will be contacted.

Note: Vacancy notices listed as “Until Filled” will be posted for at least five work days.

POSTING DATE: April 13, 2016	POST UNTIL: Until Filled	JVN: 015/016/073R
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