

NYC OFFICE OF THE COMPTROLLER

JOB VACANCY NOTICE

Title:	Data and Technology Specialist
Salary:	\$70,000 - \$90,000
Bureau/Division:	Labor Law / Workers' Rights
Period:	May 30, 2023 – Until Filled

JOB DESCRIPTION

The Office of the New York City Comptroller, through its Bureau of Labor Law, sets and enforces prevailing wages and benefits for workers employed on New York City public projects and in certain properties that receive tax exemptions. The Comptroller's Office also engages in outreach and educational work to inform the community of their rights under the law. Under Comptroller Brad Lander, the Office seeks to expand its impact on the rights of workers by using creative tools, including education, outreach, policy initiatives, and data analysis, to leverage the city's resources and information on behalf of workers.

We are looking for a Data and Technology Specialist with a commitment to workers' rights who will use their skills to advance and support these efforts. Among other things, the Data and Technology Specialist will support the Bureau of Labor Law's ability to efficiently investigate prevailing wage violations by implementing systems and procedures to collect data from employers electronically and to use the data to calculate wages and benefits owed to workers.

The Data and Technology Specialist will also assist the Bureau in using publicly available data to convey information to the public about employers that have been found in violation of labor and employment laws. An ideal candidate will have prior experience identifying discrete solutions and trends from complex data in a multidisciplinary environment.

The duties and responsibilities of this position include, but are not limited to:

- Creating and implementing procedures for electronically collecting payroll reports, time sheets, and other records from employers to help the Bureau of Labor Law more efficiently conduct prevailing wage investigations;
- Professionalizing and standardizing the bureau's intake and maintenance of records and information;
- Working with the Bureau of Labor Law's Audit Team and the Comptroller's Bureau of Information System Technologies (BIST) to update tools to calculate the wages and benefits owed to workers under prevailing wage statutes;
- Using publicly available data to create systems for publicly conveying information about employers violating workplace laws;
- Consulting on data acquisition and analysis components of policy work; and,
- Performing other related assignments and/or special projects as may be required.

MINIMUM QUALIFICATION REQUIREMENTS

1. BS/BA degree in computer science, data analytics, information technology, mathematics, or other computer technologies or related areas from an accredited college or university, and three (3) or more years of professional experience in data analytics, public policy research and analysis at a government or public policy non-profit organization or closely related investigative, and/or analytical experience; or,
 2. Education and/or experience equivalent to (1) above.
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PREFERRED SKILLS IN ADDITION TO MINIMUM QUALIFICATIONS

- A demonstrable proficiency in one or more of the following:
 - The acquisition of data
 - Manipulation and analysis of large structured datasets
 - Web scraping and text mining
 - Presentation of data for online publication
- Significant experience working with SQL;
- Familiarity with Python, R, SAS, Javascript, or equivalent software;
- A Master's Degree with specialties in policy research, computer science, econometrics or equivalent fields of study;
- Experience with City data sources (Open Data, Financial Management Systems, Compass, etc.)
- Experience with utilizing artificial intelligence to streamline and automate systems.

Note: Cover letter should detail the possession of preferred skills.

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

Note: We appreciate every applicant's interest; however, only those under consideration will be contacted. Certain residency requirements may apply. Vacancy notices listed as "Until Filled" will be posted for at least five workdays.

POSTING DATE: May 30, 2023	POST UNTIL: Until Filled	JVN: 015/023/145
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The City of New York is an inclusive equal opportunity employer committed to recruiting and retaining a diverse workforce and providing a work environment that is free from discrimination and harassment based upon any legally protected status or protected characteristic, including but not limited to an individual's sex, race, color, ethnicity, national origin, age, religion, disability, sexual orientation, veteran status, gender identity, or pregnancy.