



## Division of the Budget

### **Debt Budget and Policy Analyst** **Capital-Debt Team** **Expenditure/Debt Unit**

#### ***Reference #23-19***

The Expenditure/Debt Unit (ETU) Capital-Debt team is primarily responsible for managing the \$20 billion capital plan and \$6 billion debt service budget of New York State. Specifically, the debt team is responsible for selling bonds, which finance the State's capital projects and evaluating financial products to help achieve State budgetary goals. In addition, we provide senior policymakers with options for achieving and maintaining balanced budgets, and addressing emerging public finance problems. In this role, we work with state agencies, public authorities, and outside advisors to monitor, analyze, and make recommendations on matters affecting the State's financial position. In this position we are looking for a motivated candidate to find intelligent, cost-effective solutions to complex public finance issues and identify ways to better manage the State budget.

#### **Responsibilities of the Debt Budget and Policy Analyst would include, but are not limited to:**

- Interact with public authorities and financial market experts, including banks, financial advisors, and bond lawyers, to manage bond issuances and the outstanding debt portfolio;
- Analyze the size, structure, and cost-effectiveness of new bond issues; review tax law, disclosure, and other legal issues; analyze market conditions and participate in the pricing of bonds;
- Review, evaluate, and make recommendations with respect to the implementation of financing proposals, including refundings and the use of variable rate obligations;
- Research and prepare reports on municipal market conditions, general debt trends, and other economic or policy considerations that affect NYS and other large issuers;
- Assist in projecting multi-year estimates of debt service costs, debt outstanding, and new debt issuances; and
- Participate in special projects related to public finance and collaborate with a team to develop innovative solutions to emerging issues related to debt financing.

#### **Qualification/Skills:**

Strong quantitative, analytical, writing, research and interpersonal skills, interest in public finance and bonding, and experience with spreadsheets, word processing, and databases.

#### **How to Apply:**

To be considered for this or future positions with DOB, please complete the [Online Employment Application](#) and select "Budget Fellow" as the Title Applying For and "Public Finance/Bond Issuance" in the Professional Interests section. Applications are held in the DOB's resume database for six months, after which candidates may reapply to be considered for future opportunities.

If you require assistance in applying for employment with the New York State Division of the Budget please contact [personnel@budget.ny.gov](mailto:personnel@budget.ny.gov).

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