

**CITY OF NEW YORK
NEW YORK CITY DEPARTMENT FOR THE AGING**

CITYWIDE VACANCY NOTICE

Civil Service Title:	<u>City Research Scientist II</u>	Salary:	<u>\$87,743.00 - (Non-City minimum)</u> <u>\$100,904.00 - (City minimum)</u>
Title Code:	<u>21744</u>	Number of Positions:	<u>1</u>
Office Title:	<u>Strategic Performance Analyst</u>	Work Location:	<u>2 Lafayette Street, NYC</u>
Division/Work Unit: <u>Office of Strategic Operations/Performance, Analytics & Research</u>			

Additional Information:

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.

As a current or prospective employee of the City of New York, you may be eligible for federal loan forgiveness programs and state repayment assistance programs.

Job Description:

The NYC Department for the Aging (NYC Aging) promotes and supports inclusive, safe, affordable, healthy aging. NYC Aging remains steadfast in its role and responsibility to preserve the dignity and quality of life for approximately 1.8 million diverse older New Yorkers by eliminating food insecurity, providing access to affordable, stable housing, enhancing access to quality healthcare services and protecting older New Yorkers from harm and abuse with the ultimate goal of a more age-friendly city in which older adults can age gracefully with respect.

NYC Aging's Office of Strategic Operation's Performance, Analytics and Research Unit (PAR) serves as NYC Aging's resource for performance management, data analytics, research, and program evaluation. The office provides agency-wide leadership in measuring organizational performance, ensuring data quality and integrity, evaluating program outcomes and effectiveness, and generating actionable insights that inform strategic planning, policy development, and operational decision-making.

The Office of Strategic Operations seeks a motivated, organized and detail-oriented individual with excellent data management, analytic and quantitative skills to serve as a Strategic Performance Analyst in the Planning, Analytics and Research Unit (PAR). The Strategic Performance Analyst will play a crucial part in using Tableau to maintain, develop, and design data reports to aid in provider monitoring and decision-making, and assisting in data extraction, cleaning, and validation processes. Additionally, the Strategic Performance Analyst will conduct in-depth analyses of NYC Aging programs, synthesizing complex information into presentations and reports tailored for various audiences. Strong written and verbal communication skills are paramount for success in this role, as the Strategic Performance Analyst will be required to effectively communicate intricate findings to diverse stakeholders.

As a member of the PAR team, the Strategic Performance Analyst will actively work with NYC Aging staff to effectively collect, pull, and analyze data to track service provision, and support the development of new data driven programs and policies that enable older New Yorkers to remain active and vibrant in their communities, or safely supported at home. The Strategic Performance Analyst's responsibilities include, but are not limited to:

- Code and/or program platforms and data management using software such as Tableau, SQL, R, Python, etc., to accurately pull data from NYC Aging's data sources.
- Building and maintaining Tableau dashboards and reports.
- Cleaning, validating, and reconciling data to ensure accuracy and consistency.
- Implementing data quality checks and processes to maintain data integrity.
- Working on analytical projects aimed at enhancing aging services.
- Responding to requests for information on programs and services and providing ad hoc reports.

*Non-City rate (Non-City candidates & candidates with less than 2 years of City Service) **City incumbent rate (Candidates with 2 or more active years of City Service)		
Minimum Qualifications: A master's degree from an accredited college or university with a specialization in an appropriate field of physical, biological or environmental science or in public health. For Assignment Level II To be appointed to Assignment Level II, candidates must have: 1. A doctorate degree from an accredited college or university with specialization in an appropriate field of physical, biological, environmental or social science and one year of full-time experience in a responsible supervisory, administrative or research capacity in the appropriate field of specialization; or 2. A master's degree from an accredited college or university with specialization in an appropriate field of physical, biological, environmental or social science and three years of responsible full-time research experience in the appropriate field of specialization; or 3. Education and/or experience which is equivalent to "1" or "2" above. However, all candidates must have at least a master's degree in an appropriate field of specialization and at least two years of experience described in "2" above. Two years as a City Research Scientist Level I can be substituted for the experience required in "1" and "2" above.		
Preferred Skills: • Advanced knowledge of, and high proficiency with Tableau, SQL, SPSS and/or Salesforce; as well as knowledge of other analytic, statistical and/or data management programs/software (i.e.: R, Power BI, Python). • Advanced knowledge of, and high proficiency with, Microsoft Office programs including (but not limited to) Microsoft Excel, Word, PowerPoint, etc. • Excellent analytic, communication (written and oral) and interpersonal skills. • The ability to work quickly and accurately under pressure. • Preferred candidate must be comfortable working in a dynamic and fast-paced environment.		
NOTE: NEW YORK CITY RESIDENCY IS REQUIRED FOR THIS POSITION		
55-a Program: This position is also open to qualified persons with a disability who are eligible for the 55-a Program. Please indicate at the top of your resume and cover letter that you would like to be considered for the position through the 55-a Program.		
<u>TO APPLY</u> Please be sure to submit a resume & cover letter when applying. All current City Employees may apply by going to Employee Self Service (ESS) http://cityshare.nycnet/ess Click on Recruiting Activities/Careers and Search for Job ID #786540 All other applicants, please go to www.nyc.gov/careers/search and search for Job ID #786540		
Posting Date:	August 14, 2026	Post Until: Filled JVN No. 125-27-08 CW