

New York State Department of Civil Service
DIVISION OF CLASSIFICATION & COMPENSATION

Classification Standard

Occ. Code 2450300

Senior Economist, Grade 18	2450300
Associate Economist, Grade 23	2450400
Principal Economist, Grade 27	2450500

Brief Description of Class Series

Economists apply economic theories to the collection and analysis of economic information and data and prepare interpretative reports. Incumbents design and evaluate long-term simulations and econometric models for the purpose of forecasting which may include constructing and maintaining databases for use in conjunction with models. This analysis is used to interpret economic data. Activities related to the design and planning of economic studies are performed by the higher levels in the series.

These positions are found at multiple State agencies

Distinguishing Characteristics

Senior Economist: entry level professional; performs a variety of analytical, statistical and mathematical processes to gather and produce interpretive and quantitative information; analyzes and interprets data; and may supervise clerical staff.

Associate Economist: first supervisory level; plans and performs economic analysis and supervises staff in the collection, analysis and reporting of data; performs the more difficult analysis and interpretation of data.

Principal Economist: second-supervisory level; plans and administers a major phase of an agency's economic program; performs the most advanced analysis and interpretation of data.

Illustrative Duties

Senior Economist

Assists in developing plans for economic studies to evaluate the economic impacts and costs or benefits of specialized programs.

Discusses proposed studies with managers to obtain background information.

Prepares schedules, reporting forms, procedures, methods of analysis and presentation of results for each study.

Collects economic data from a variety of sources.

Reviews data for reliability and use and determines if additional or more detailed information is required.

Organizes and summarizes data into forms suitable for analysis as prescribed by project design and/or procedures.

Prepares reports with appropriate graphic and tabular presentation.

Assists in the interpretation of data based on economic significance to subject or problem of study.

Coordinates the analysis and interpretation of data and recommends course of action based on findings.

Provides advice, consultation and assistance on economic matters to managers.

Performs systems analyses and writes computer programs in support of ongoing research and data analysis.

Designs and evaluates long-term simulations and econometric models for the purpose of forecasting which may include constructing and maintaining databases for use in conjunction with models.

Provides economic information in response to requests from individuals and groups within and outside an agency.

May be called to testify before a regulatory hearing or legal proceeding.

Associate Economist

Independently prepares and disseminates reports for publication.

Identifies appropriate information sources and information collection methods.

Conducts technical research of exceptional difficulty.

Designs and evaluates short and long-term econometric models for the purpose of developing forecasts or simulations.

Constructs and maintains databases used in conjunction with modeling.

Performs systems analyses and develops computer programs in support of research and data analysis

Provides guidance and recommendations to professional staff regarding economic matters.

Directs the activities of Senior Economists and clerical staff in the collection, research and analysis of pertinent economic information. May organize and direct a field office or unit.

Designs and oversees the preparation of schedules, reporting forms, procedures, methods of analysis and presentation of results and instructs other team members in their appropriate use.

Makes recommendations concerning appropriate courses of action based on the interpretation of the findings of all economic information.

Performs analyses for promulgation of regulations.

Analyzes costs to community and impact to small businesses and local governments.

May be called to testify before a regulatory hearing or legal proceeding.

Principal Economist

Plans, conducts and oversees the conduct of economic studies of significant impact and of critical interest to an agency.

Provides management and others with technical information and interpretation of pertinent economic findings.

Interprets findings and makes recommendations concerning the application of findings.

Develops proposals for legislation requiring the analysis of the anticipated economic effects of alternate plans.

Identifies, defines and selects specific economic problems and determines the most productive investigations to undertake.

Assesses the adequacy of existing economic programs, and identifies concerns.

Utilizes a variety of statistical methods and mathematical techniques as a means of gathering and interpreting quantitative and qualitative information.

Directs research projects that involve the interpretation and application of agency policy in the development of econometric models.

Develops plans for economic studies based on program needs as expressed by agency management.

Analyzes or directs the analysis and interpretation of data and recommends course of action based on study findings.

Prepares or assists in the preparation of agency publications concerning economic matters.

Supervises a staff of Economists and clerical positions performing various activities in an economic program.

- Performs supervisory and administrative functions related to the operation of the economic program including the preparation of budget requests.
- Provides or directs staff in providing economic information both orally and in writing in response to requests from individuals and groups within and outside the agency.

Minimum Qualifications

Senior Economist

Open-Competitive: bachelor's degree in economics or a bachelor's degree including or supplemented by 18 semester credit hours in economics and an additional 6 credits from among the following course work areas: computer science, economics, econometrics, mathematics, operations research, research methods, or statistics; and completion of a two-year traineeship.

Associate Economist

Promotion: one year of service as a Senior Economist.

Principal Economist

Promotion: one year of service as an Associate Economist.

Attachment

Note: Classification Standards illustrate the nature, extent, and scope of duties and responsibilities of the classes they describe. Standards cannot and do not include all the work

that might be appropriately performed by a class. The minimum qualifications above are those required for appointment at the time the Classification Standard was written. Please contact the Division of Staffing Services for current information on minimum requirements for appointment or examination.

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Parenthetical Attachment

Economists perform a wide variety of duties. Economists parenthetics are classified when the majority of a given position's duties and responsibilities emphasize a particular specialty or body of economic analysis. The Distinguishing Characteristics of the Senior Economist, Associate Economist, and Principal Economist apply to the parenthetics.

Senior Economist (Environmental Impact): these positions exist only at the Department of Environmental Conservation. Positions perform specialized economic analysis focused on the assessment of economic impact of environmental degradation and environmental regulation.

Senior, Associate and Principal Economist (Labor Research): these positions exist only at the Department of Labor. Positions in this title series apply economic theories to the collection and analysis of information related to various labor market information, employment by area and industry, labor supply and demand, and occupational wages. This analysis is used to interpret economic data and formulate solutions to solve economic problems. The activities performed by Economists (Labor Research) are described in greater detail in the Classification Standard for Economist (Labor Research).

Senior and Associate Economist (Milk Marketing): these positions exist only at the Department of Agriculture & Markets. Incumbents perform specialized economic research related to the dairy industry.

Associate and Principal Economist (Regulatory Economics): these positions exist only at the Department of Public Service. Incumbents apply economic theories to matters that effect public utility regulatory decisions and the implementation of such decisions. Incumbents draw upon knowledge of economic and statistical theory; utility company operations; and the rules, procedures, and technical aspects of regulated utility markets to perform specialized economic research related to public utility regulation. Specifically, forecasting the demand for utility services, design of utility rates, analysis of the competitiveness of utility markets, and analysis of environmental problems encountered by utilities.

Minimum Qualifications

Senior Economist (Environmental Impact)

Open Competitive: bachelor's degree in economics or a bachelor's degree including or supplemented by 18 semester credit hours in economics and an additional six credits in computer science, economics, econometrics, mathematics, operations research, research methods or statistics, and completion of a two-year traineeship.

Senior Economist (Milk Marketing)

Open Competitive: bachelor's degree in economics or a bachelor's degree including or supplemented by 18 semester credit hours in economics and an additional six credits in computer science, economics, econometrics, mathematics, operations research, research methods or statistics, and two years of professional experience performing economic research.

Associate Economist (Milk Marketing)

Promotion: one year of service as a Senior Economist.

Associate Economist (Regulatory Economics)

Promotion: one year of service as a Senior Economist.

Principal Economist (Regulatory Economics)

Promotion: one year of service as an Associate Economist (Regulatory Economics).