

**CLASS TITLE: EMPLOYMENT AND TRAINING
FINANCIAL ANALYST**

**Class Code: 02584700
Pay Grade: 32A
EO: B**

CLASS DEFINITION:

GENERAL STATEMENT OF DUTIES: To collect analyze complex economic and financial information affecting the financial condition of the Employment Security and Temporary Disability Funds; to summarize data setting forth current and long-term trends as well as measurable economic influences pertinent to fund solvency; to perform actuarial and other such research and measures; and to do related work as required.

SUPERVISION RECEIVED: Works under the general supervision of a superior with wide latitude to exercise independent judgement and initiative.

SUPERVISION EXERCISED: Supervises professional and technical assistants as assigned.

ILLUSTRATIVE EXAMPLES OF WORK PERFORMED:

To conduct complex analyses of economic and financial information affecting the financial condition of the Employment Security and Temporary Disability Insurance Funds; to summarize data setting forth current and long term trends as well as measurable economic influences pertinent to fund solvency; to perform actuarial and other such research.

To make analyses relative to adverse financial trends and suggest remedial measures.

To analyze pertinent federal legislation to determine the financial impact on the department's employment and training programs.

To consult with department officials concerning effects of federal and state legislation.

To make recommendations for legislation affecting unemployment insurance and temporary disability insurance programs.

To conduct studies and make short and long-term financial projections of effects of unemployment insurance and temporary disability insurance law changes.

To write reports, including charts and graphs, regarding significant financial aspects of unemployment insurance and temporary disability insurance operations.

To prepare cost estimates of the financial impact of proposed amendments to unemployment insurance and temporary disability insurance laws.

To design and model revenue systems to finance unemployment insurance and temporary disability insurance programs.

To prepare workload forecasts for unemployment insurance programs in Rhode Island.

To do related work as required.

REQUIRED QUALIFICATIONS FOR APPOINTMENT:

KNOWLEDGES, SKILLS AND CAPACITIES: A thorough knowledge of statistical theories and methods and actuarial research as applied to forecasting the financial status of insurance program funds; a working knowledge of regional economics factors affecting jobs; a working knowledge of federal and state laws relating to Unemployment Insurance and Temporary Disability Insurance; a working knowledge of electronic data processing system; the ability to present ideas clearly and accurately through written and oral reports; the ability to plan and direct studies relating to Unemployment Insurance, Job Training Partnership Act, and Temporary Disability Insurance; and related capacities and abilities.

EDUCATION AND EXPERIENCE:

Education: Such as may have been gained through: graduation from a college of recognized with specialization in Mathematics, Economics, Actuarial Sciences or Public Finance; and

Experience: Such as may have been gained through: employment in a position responsible for analyzing complex economic and financial data to ensure the proper financing of insurance or assistance programs for a public or private organizations.

Or, any combination of education and experience that shall be substantially equivalent to the above education and experience.

Class Revised: August 25, 1991

Editorial Review: 3/15/03