



Homes and Community Renewal

Job Opportunities at New York State Homes and Community Renewal

Build a career while building a better community. Rewarding careers in Public Service start here!

Business Analyst

New York City

New York State Homes and Community Renewal (HCR) fosters the creation and preservation of high-quality affordable housing, while working strategically to revitalize neighborhoods and communities throughout the Empire State. Under the leadership of Governor Kathy Hochul and Commissioner RuthAnne Visnuskas, **HCR** is a vibrant, innovative agency that integrates and leverages New York State's housing resources. We have offices in New York City, Albany, Buffalo and Syracuse, and employ a diverse workforce of professionals who are hard-working and committed to serving low- and moderate-income families. Our mission is far reaching, encompassing single and multifamily housing finance, home improvement, rent regulation, housing subsidies, and community development. We partner regularly with a variety of public and private stakeholders.

Achieving this mission requires a wide range of skills and backgrounds in public policy, administration, real estate, architecture, finance, law, and many other areas of expertise. We seek to provide a workplace environment that is productive, flexible, accountable, ethical, and caring. Our employees are empowered to make a difference where they live and work. We offer competitive pay and a comprehensive benefits package, including paid leave, health, dental, vision, retirement, and family-friendly policies.

HCR's Mission and Goals:

- Partner to improve and preserve New York State's homes and communities
- Finance and leverage resources to create and preserve safe, decent, and affordable housing for the State's low-moderate income individuals and families
- Support the revitalization and economic growth of the State's distressed communities and neighborhoods
- Increase compliance with rent laws and regulations to protect the legal rights and obligations of tenants and owners: and
- Proactively enforce rent regulations and identify potential fraud.

New York State Homes and Community Renewal (NYSHCR) consists of all the major housing and community renewal agencies of New York State, which were recently merged and integrated under a single management structure.

Position Summary

The Business Analyst will help define, design, develop, and implement goals and initiatives to achieve HCR's strategic mission. They will do this by gathering information using different methods, documenting needs, conducting analysis, and recommending solutions. Once the solution is in place, our Business Analyst will provide support to ensure the solution is successfully implemented.

This role will focus on business analysis, process improvement, and change management. The team member will have a range of techniques and tools, an understanding of analysis frameworks, and a depth of operational analysis knowledge.

Responsibilities

Under the general direction of the Director of Business Transformation, the Business Analyst will:

- Work closely with program managers and their staff throughout the Agency to define and analyze
 - Operational challenges
 - Process improvement opportunities
 - Requirements on assigned projects and initiatives
- Evaluate methods to improve efficiency and cost-effectiveness of HCR's technical and operational processes
- Identify synergies between agency programs' processes and procedures
- Prepare deliverables to manage change improvements to ensure change is integrated across people, process, technology, and information
- Work with various groups to ensure
 - policy and program compliance
 - internal controls compliance
 - data compliance
- Efficiently function as the Subject Matter Expert (SME) who understands and grasps both the technical and functional aspects of large projects
- Work closely with cross-functional teams and the Project Management Office to plan, launch, and deploy timely deliverables
- Organize and lead team meetings as required, publish minutes, action items, and issues
- Identify, track, evaluate and propose solutions for risks and issues
- Assist in developing training materials and user guides
- Maintain up-to-date technical knowledge by attending education workshops, reviewing product releases, attend vendor user conferences and trainings
- Participate in agency initiatives as required

Preferred Experience and Qualifications

- Bachelor's degree and previous analytical work experience

What we offer:

- Exciting opportunity to be part of New York's resurgence to greatness
- Extensive benefits package including paid leave, excellent health, dental, vision and retirement benefits
- Promotional opportunity for dedicated professionals

[**TO APPLY, CLICK HERE**](#)

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