



EMPLOYMENT  
OPPORTUNITY  
ANNOUNCEMENT  
STATE OF NEW YORK  
UNIFIED COURT SYSTEM

**PLEASE POST**  
ANNOUNCEMENT NO. 1668

---

**POSITION TITLE:** MANAGEMENT ANALYST

**JG:** 25

**LOCATION:** OCA – DIVISION OF TECHNOLOGY & COURT RESEARCH  
500 PATROON CREEK BLVD, ALBANY, NY

**BASE SALARY:** \$94,386

**CLASSIFICATION:** NON-COMPETITIVE/CONFIDENTIAL

**QUALIFICATIONS:** One year in the Principal Court Analyst title; **or** Master's degree in Public or Business Administration from an accredited college or university and three (3) years of relevant experience; **or** An equivalent combination of education and experience.

**DISTINGUISHING FEATURES OF WORK:** Management Analysts report to the Director of their assigned unit or other administrator, and are responsible for supervising a number of on-going projects involving confidential research, analysis and planning, related to court administration and management. Management Analysts also sometimes participate in complex projects under the direction of other supervisory personnel, work with substantial independence from supervision on individual research projects, and perform other related duties.

**ASSIGNMENT:** The Office of Court Administration Division of Technology and Court Research is recruiting for one (1) position for the Court Research Data Team. We are looking for a detail-oriented and analytical professional to support data-informed decision-making across the court system. The successful candidate will work closely with internal and external stakeholders to understand data and reporting needs, determine the feasibility of providing the requested data, and develop well designed, effective data and reporting products that meet these needs.

**Key Responsibilities:**

- Review data and reporting requests to understand what is needed, assess whether the requests are achievable, and estimate the effort required to complete the work
- Design and implement data solutions using SQL and reporting tools
- Develop and maintain reports using SSRS and other tools
- Collaborate with internal teams to ensure data accuracy and usability

**Required Experience:**

- Proficiency in SQL and experience writing complex queries
- Hands-on experience with SSRS or similar reporting tools
- Ability to communicate technical concepts to non-technical audiences

**Preferred Experience:**

- Proficiency using SAS statistical software
- Background in data governance, public policy, or government

**GENERAL INFORMATION:** The above statements are intended to describe the general nature and level of work being performed by persons assigned to this title. They do not include all job duties performed by employees in the title, and every position does not necessarily require these duties. Although a position is available and situated at a specific location, the appointee may be subject to reassignment to any position in the same title in this promotion unit dependent upon the needs of the Unified Court System. All applications received from this announcement may be used to fill any vacancies in this title that may occur in this Court or agency within the next six (6) months. Position(s) available at the present time: 1.

**APPLICATION PROCEDURES:** All interested persons meeting the minimum qualifications are encouraged to submit a UCS-5 Application for Employment form (obtainable from any administrative office in a court building or on the web at [www.nycourts.gov/careers/UCS5.pdf](http://www.nycourts.gov/careers/UCS5.pdf)) and a cover letter and resume by email to [dotapply@nycourts.gov](mailto:dotapply@nycourts.gov) or by mail to:

Gail Testo  
Senior Management Analyst  
Office of Court Administration, Division of Technology & Court Research  
500 Patroon Creek Blvd  
Albany, NY 12206

**[APPLICANTS ARE ENCOURAGED TO COMPLETE THE EQUAL EMPLOYMENT OPPORTUNITY DATA COLLECTION FORM.](#)**

**POSTING DATE:** July 9, 2026

**APPLICATIONS MUST BE POSTMARKED OR RECEIVED BY:** August 6, 2026

---

The New York State Unified Court System is an equal opportunity employer, and does not discriminate on the basis of race, color, religion, gender (including pregnancy and gender identity or expression), national origin, political affiliation, sexual orientation, marital status, disability, age, membership in an employee organization, parental status, military service, or other non-merit factor.

---