

From: Pena-Johnson, Priscilla, WCA
Sent: Tuesday, March 08, 2011 3:44:43 PM
To: WCA-All
Subject: Job ID: 25155 - Staff Mgr - Economics

Job Title:

STAFF MANAGER - ECONOMICS - (Position #22018) - Worker's Compensation Administration

Job ID:

25155

Location:

Albuquerque

Salary

The salary range for this position is \$20.70 min - \$36.80 max hourly (Pay Band 80). Offered salary is determined based on education and experience qualifications.

Agency Mission & Description

To assure the quick and efficient delivery of indemnity and medical benefits to injured workers at a reasonable cost to employers.

Purpose of Position

The purpose of this position is to guide the data collection and analysis activities of the bureau to provide accurate, timely and useful information on the status of the agency and broader workers' compensation industry to the Director, Legislators, and other decision makers. The ERB Chief is also the director's technical advisor on economic issues, including trends in the industry and the impact of proposed legislation amongst other issues that may arise.

Educational requirements

A Master's Degree in Business, Economics, Statistics or related field is required for this position.

Please enter your education level on the Education and Work experience page of the application even when submitting a resume.

Experience

Five (5) years Statistical Analysis experience relating to Worker's Compensation or Disability matters to include managerial experience is required for this position.

Employment Requirements

Must possess and maintain a valid New Mexico Driver's License. Reference check and Driver's License verification are required and employment is conditional pending results.

Working Environment

Work is performed primarily in an office setting with exposure to Visual/Video Display Terminal (VDT) and extensive personal computer and phone usage. Sitting/Standing, bending, squatting, climbing, reaching, kneeling and crawling for extended periods of time may be required. Ability to lift up to 25 lbs.

To Apply for this job:

State agency must provide reasonable accommodation to applicants with disabilities where appropriate. Applicants requiring reasonable accommodation for any part of the application and hiring process should contact the hiring agency directly. Determinations on requests for reasonable accommodation will be made on a case-by-case basis.

1. Click the [Apply Now] button.
2. Please apply by: March 21, 2011.
3. Cutting and pasting a resume works best. You may also apply by completing the Work Experience section.
4. There are a series of questions that are different for every job. In order to receive full consideration for all your qualifications, be sure to answer all questions (do not skip any).
5. If you are a veteran or a disabled veteran, be sure to send your DD214 to: NM State Personnel Office, Applicant/Intake Section, 2600 Cerrillos Road, P. O. Box 26127, Santa Fe, NM 87505. If you receive confirmation of your veteran or disabled veteran status, please reapply for the position and indicate that you received confirmation. You will only need to submit your documents one time.

6. Remember there is no hard copy application. If you submit a resume directly to an agency and don't apply on-line, your application will not include the questionnaire answers for inclusion on the ranked list.

Agency contact for this position is: Priscilla Pena-Johnson, (505) 841-6013.

If you do not receive an e-mail confirmation stating that you have applied successfully, please call the contact for this posting or the SPO Recruitment Bureau at (505) 476-7777, before the closing date of the position you have applied for.