

From: Pena-Johnson, Priscilla, WCA
Sent: Tuesday, July 01, 2008 3:30 PM
To: WCA-All
Subject: JOB ID: 15811

Job Title: ECONOMIST - Advanced - WORKERS' COMPENSATION ADMINISTRATION
Job ID: 15811
Location: Albuquerque
Full/Part Time: Full-Time
Regular/Temporary: Regular - PERM for State

Salary

The hourly salary range for this position is \$20.70 min - \$28.76 max . Pay band 80. Offered salary is determined based on education and experience qualifications.

Agency Mission & Description

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

Purpose of Position

To conduct workers' compensation research and prepare comprehensive statistical and economic reports. This position coordinates the publication of the WCA's Annual Report.

Educational requirements

A Graduate degree in Public Policy, Public Administration, Business, Economics or Statistics (Please enter your education level on the Education & Work Experience page of the application even when submitting a resume.)

Experience

Four (4) years experience in statistical and/or economic analysis research work and report writing.

Supplemental Skills/Abilities

Experience using statistical software, Excel and other Database Software is required to qualify for this position. A valid NM Drivers' License is also required.

Working Environment

Office setting, exposure to VDT, extensive personal computer and working with WCA staff and the general public. Strong writing abilities are required for this position.

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: July 15, 2008
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 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 at (505) 841-6013 or e-mail to Priscilla.Pena-Johnson@state.nm.us.

If you do not receive an email confirmation that you have applied successfully, please call the contact for this posting or the SPO Recruitment Bureau at 476-7777, before the closing of the position being applied for.