



## **New York State Teachers' Retirement System**

10 Corporate Woods Drive  
Albany, New York 12211-2395  
(800) 356-3128 or 447-2666 (Albany-area calls)  
Web Site: [www.nystrs.org](http://www.nystrs.org)

**Thomas K. Lee, Executive Director**

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Human Resources Department  
(518) 447-2906

## **Careers in Auditing and Accounting at the New York State Teachers' Retirement System**

**Duties Description-** The NYS Teachers' Retirement System is seeking entry level and senior accountant professionals to work in various positions in our organization. We currently have vacancies in our Investment Information Department and Finance Department. More information about these positions can be found on the Governor's Office of Employee Relations State Jobs NY website at: <http://www.statejobsny.com/>

**The System-** Founded in 1921, the New York State Teachers' Retirement System is a self-sustaining public corporation, responsible for administering the fund from which all public school teachers, outside of New York City, receive their retirement allowance. A ten-member Board oversees the activities of the System. Our staff manages a multi-billion dollar investment portfolio and services over 400,000 active and retired members. We are located in Albany, New York and boast a state-of-the-art office building providing easy access to all points in the Capital District.

**Minimum Qualifications-** A bachelor's degree including or supplemented by 24 semester credit hours in accounting and/or auditing. Starting salary (\$40,396).

If you have any of the following, you may be eligible for appointment at a higher starting salary (\$50,491) - Either 1: a currently valid Certified Public Accountant license and registration issued by New York State; Or 2: a master's degree in Accounting AND one year full-time professional accounting/auditing or financial internal or field audit experience, responsible for the full range of activities in the design and/or review, analysis and management of accounting systems, resulting in the preparation of, or opinions or recommendations on, financial statements in accord with generally acceptable accounting principles; Or 3: two years full-time professional accounting/auditing or financial internal or field audit experience

**How to Apply-** Because we are a public entity, we are required to hire through the New York State Civil Service system.

If you are currently in a New York State Civil Service position that is eligible for transfer to Senior Accountant, you can apply directly to:

New York State Teachers' Retirement System  
Human Resources  
10 Corporate Woods Drive  
Albany, NY 12211

If you are not currently a permanent employee eligible for transfer New York State Civil Service, the following information will guide you through the process that will make you eligible for consideration:

Applicants for our opportunities are required to be on a list of eligible candidates who have completed an associated examination process. Fortunately, Civil Service accepts applicants on a continuous basis. The following is a link to the current examination announcement (Please note that our salaries are different from, and usually **higher** than, the salaries of other state entities listed on this link.):

[http://www.cs.state.ny.us/announ/cr\\_announcements/20-802.htm](http://www.cs.state.ny.us/announ/cr_announcements/20-802.htm)

Once you have gained status on any of the eligible lists, we encourage you to apply directly to NYSTRS for consideration and let us know you are active and eligible for consideration. You can mail a completed employment application to: NYSTRS/HR, 10 Corporate Woods Drive, Albany, NY 12211. The following is a link to our application.

<http://www.nystrs.org/main/aboutstrs.html#Employment>

Please note that resumes will not be accepted as a substitute, in whole or part, for a completed application.

Inquiries may be made by e-mail to [strsrecruitment@nystrs.state.ny.us](mailto:strsrecruitment@nystrs.state.ny.us). You can reach us by phone at (518) 447-2906.

**Our Commitment to Diversity-** NYSTRS is committed to fostering an inclusive environment where diversity is valued and recognized as a source of strength and enrichment. We seek to attract talented people from a diverse range of backgrounds and cultures. **NYSTRS is an equal opportunity employer.**