

# OFFICE OF THE NEW YORK STATE ATTORNEY GENERAL

## Division of Criminal Justice

### Medicaid Fraud Control Unit

#### Senior IT Manager and Data Officer – Rensselaer

#### Reference No. MFC\_REN\_SITM/DO\_2015

The Office of the New York State Attorney General's [Medicaid Fraud Control Unit \(MFCU\)](#) is seeking a Senior Information Technology (IT) Manager to lead its Electronic Investigative Support Group (EISG) based in Rensselaer. The mission of MFCU is to investigate, prosecute and bring affirmative civil cases against individuals and corporate entities responsible for improper or fraudulent Medicaid billing schemes, as well as to investigate and prosecute allegations of abuse and neglect of residents in nursing homes and other residential healthcare facilities.

The ideal candidate will have substantial experience in effective management and working successfully in a team environment. Subject matter experience should include financial analysis and investigations of complex financial transactions, and experience in a law enforcement and regulatory environment.

The office title of the position is "Director, Electronic Investigative Support Group". The position will oversee various IT sections and an expansion into large scale data analysis to support health care fraud investigations, to ensure proper coordination of activities related to daily operations as well as the implementation of new strategic initiatives in data investigations. The IT infrastructure includes a secure independent network supporting investigational data warehousing, Microsoft Exchange E-mail and related end-user services, intranet support, file management, eDiscovery, and data security. This infrastructure supports both network services and financial investigations, including large-scale financial data analysis and complex financial transaction investigations. The data analytic expansion will involve work with teams of forensic accountants, police investigators and attorneys to identify patterns of activity within data and to devise effective strategies to combat waste, fraud and abuse in healthcare programs.

The successful applicant will work with managers of the Medicaid Fraud Control Unit to support the Unit's investigations and will coordinate with the OAG CIO and Special Operations Unit on IT strategy. This position is co-located with managers in other professional disciplines operating in coordination with this staffer. Applicants must be hard working, motivated, well organized and task oriented, with a record of successful management of technical and non-technical staffers.

Applicants should also demonstrate: (1) substantial experience in effective management; (2) the ability to accurately articulate operational and management issues; (3) strong interpersonal skills; (4) good judgment; (5) the ability to work independently and to work productively as a team member; and (6) the ability to work in a supportive and professional manner with professional staff and support staff. Periodic in-state travel is required.

#### **SPECIFIC DUTIES INCLUDE, BUT ARE NOT LIMITED TO:**

- Planning and coordination of complex data-driven financial investigations;
- Management of high level Data Security efforts and compliance;
- Interaction with State Agency and related partners for large-scale data transmission;
- Supervision of approximately 15 IT staffers located in five or more locations across New York;
- Supervision of Network Services for over 300 users in eight locations;

- Supervision of purchase and support contracts for network equipment, end-user hardware, software licensing, and supervision of IT vendor relationships;
- Supervision of main IT physical plant;
- Supervision of: support functions for various office applications; IT end-user training; electronic discovery/litigation support, IT records, equipment inventory, and IT personnel management;
- Perform other duties as assigned.

Candidates from diverse backgrounds are encouraged to apply. The Office is an equal opportunity employer and is committed to workplace diversity.

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#### HOW TO APPLY:

**Applications are being received online.** To apply, please go to our website [www.ag.ny.gov](http://www.ag.ny.gov), [Resources/Job Opportunities - Other Open Positions](#)

Applicants must be prepared to submit a complete application consisting of **a cover letter, resume, and a list of three (3) references with contact information and email addresses.** You may address your cover letter to Sandra Jefferson Grannum, Esq., Bureau Chief, Legal Recruitment Bureau. ***Please note: Failure to submit a complete application will delay the consideration of your application.***

**For questions about a position with the OAG, the application process or assistance with submitting your application, please contact the Legal Recruitment Bureau via email at [recruitment@ag.ny.gov](mailto:recruitment@ag.ny.gov) or phone at 212-416-8080.**

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