

EMPLOYMENT ANNOUNCEMENT



TITLE: INFORMATION TECHNOLOGY ARCHITECT 1

FUNCTIONAL TITLE: PURVIEW COMPLIANCE

STATUS: PERMANENT - PENDING NON-COMPETITIVE

BUREAU: INFORMATION TECHNOLOGY

LOCATION: LATHAM

SALARY GRADE (SG): SG25 (\$96,336-\$121,413)

We are seeking talented and motivated support staff to work with our attorneys in the State's law firm. The selected candidate will be part of a fast-paced office, gaining experience while providing public service on behalf of the State of New York. The [Attorney General](#) serves the public interest of all New Yorkers in matters affecting their daily lives, enforcing laws to protect consumers, tenants, patients, workers, investors, and charitable donors. The office coordinates statewide civil and criminal investigations, promoting economic and social justice, encouraging harm-reducing public health strategies, and preserving the state's environment.

Careers with the State offer multiple benefits, including **paid vacation leave (13+ days per year)**, sick leave, **paid State holidays off**, **health insurance** including vision & dental, entry into the **NYS retirement** (pension) system, education and training, eligibility for public student loan forgiveness, and **job stability with promotional opportunities**. Workplace flexibilities include multiple options for employees, including **telecommuting** (up to two days per week) and alternative work schedules.

NON-COMPETITIVE QUALIFICATIONS

Six (6) years of information technology experience, four of which must be in Data Classification, Data Governance, or Compliance.

Substitutions:

A bachelor's degree in computer science, computer engineering, information technology or a related field and two years of specialized experience OR an associate's degree and four years of specialized experience.

A master's degree may substitute for one year of specialized experience.

A Ph.D. may substitute for two years of specialized experience.

PREFERRED QUALIFICATIONS

- 3+ years in-depth technical knowledge and experience of Microsoft Purview/Microsoft 365 Compliance.
- 2+ years experience with Office 365 tenant architecture, administration and support.
- 2+ years of experience with Microsoft Azure/Entra.
- 2+ years experience with compliance tools and standards.
- 2+ years experience with data classification and DLP tools and processes.
- 2+ years experience with Relativity or similar solutions.
- Compliance related certifications: CISSP, CIPP, CCEP, etc.
- Strong understanding of compliance regulations and standards (PII, HIPAA, NIST, etc.).

DUTIES

Under the direction of the Collaboration Team Manager (Manager Info Tech Services 1), SG-27, the Information Technology Architect 1, SG-25, will lead the Compliance team within the Information Technology Bureau. This position will provide guidance and expertise in all compliance matters related to Information Technology (IT), such as Litigation Holds, Freedom of Information Law (FOIL) requests, data classification, Data Loss Prevention (DLP) and more.

- Develop and implement IT compliance procedures and controls for the Agency and ensure accordance with those standards.

- Work with Practice Technologies Bureau to respond to Litigation Hold requests and provide required information while ensuring completeness and accuracy of the data.
- Work with Agency FOIL Officer to develop search terms, collect and provide appropriate data in response to FOIL requests.
- Work with HR and Counsel on confidential matters containing potentially sensitive information.
- Develop data classification guidelines and apply them to data both on-premises and in agency owned cloud environments.
- Develop DLP rules and alerts and work with Security Operations team to monitor and respond to potential data loss incidents.
- Conduct compliance risk assessments on a regular basis to identify any gaps or areas of improvement.
- Perform the full range of supervisory responsibilities.
- Other duties as assigned.

HOURS

The agency's hours of operation are Monday through Friday, between 8:30 a.m. and 5:00 p.m. (37.5 hours/week). Scheduling determinations depend on the needs of each Bureau and will be communicated during interviews.

ADDITIONAL COMMENTS

The initial appointment for this position may be temporary until the Jurisdictional Class is changed to non-competitive, at which point the appointment will be made permanent.

For new State employees appointed to graded positions, the annual salary is the hiring rate (beginning of the Salary Range) of the position. Promotion salaries are calculated by the NYS Office of the State Comptroller (OSC) in accordance with NYS Civil Service Law, OSC Payroll rules and regulations, and negotiated union contracts.

The Office of the NYS Attorney General (OAG) cannot provide sponsorship for work authorization. Candidates need to be authorized to work in the United States to be employed by this agency. It is incumbent upon employees to maintain work authorization for the duration of their employment with the OAG. This agency does not participate in E-Verify for work authorization purposes.

HOW TO APPLY

In your submission, you must provide sufficient information to determine from your resume and/or cover letter that you meet the minimum qualifications stated above. If a certificate or degree is required to demonstrate that you meet the minimum qualifications, you must provide proof that you hold the required certificate or degree. To apply, please send your resume, cover letter, and a copy of your degree/transcript (if applicable) to HR.Recruitment@ag.ny.gov. Be sure to include the Vacancy # and Title of the position in the subject heading of your email.

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

Posted April 30, 2026