

# Job Posting Analytics

Emsi Q4 2021 Data Set

January 2022

## Emsi Burning Glass



232 N. Almon St.  
Moscow, Idaho 83843

# Parameters

## Regions:

Code	Description
35620	New York-Newark-Jersey City, NY-NJ-PA

Minimum Experience Required: Any

Education Level: Any

Keyword Search:

Timeframe: Oct 2020 - Nov 2021

Posting Type: Newly Posted

# Job Postings Summary

2.24M

Unique Postings (Oct 2020 - Nov 2021)  
6.91M Total Postings

3 : 1

Posting Intensity (Oct 2020 - Nov 2021)



There were 6.91M total job postings for your selection from October 2020 to November 2021, of which 2.24M were unique. These numbers give us a Posting Intensity of 3-to-1, meaning that for every 3 postings there is 1 unique job posting.

This is close to the Posting Intensity for all other occupations and companies in the region (3-to-1), indicating that they are putting average effort toward hiring for this position.

## Advertised Salary

There are 429,968 advertised salary observations (19% of the 2.242M matching postings).

\$21.11/hr

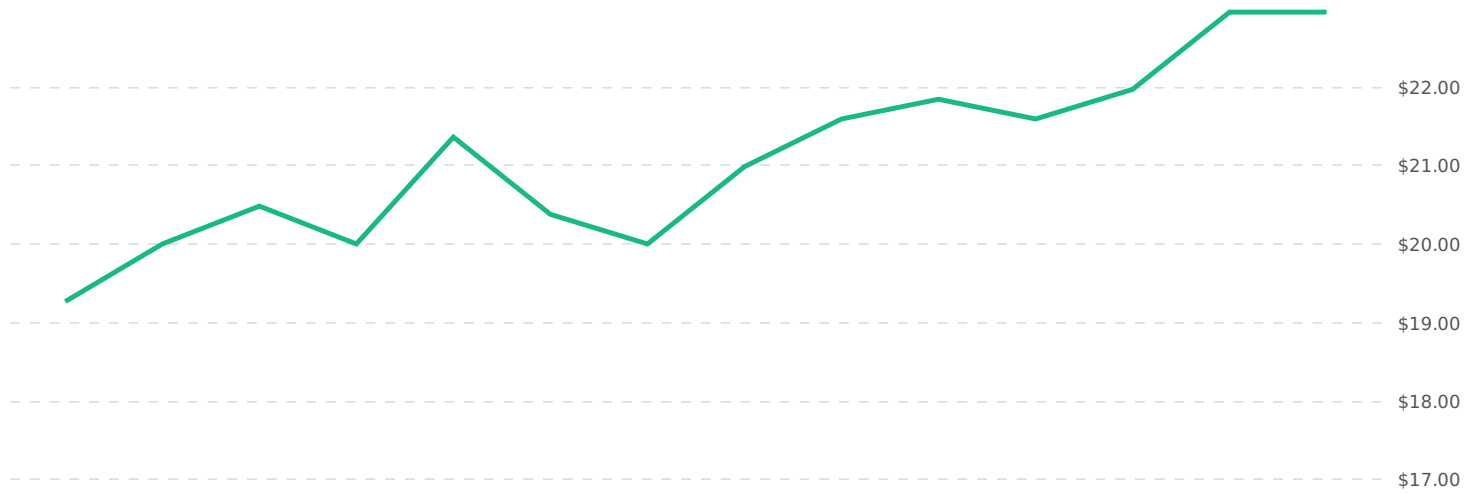
Median Advertised Salary



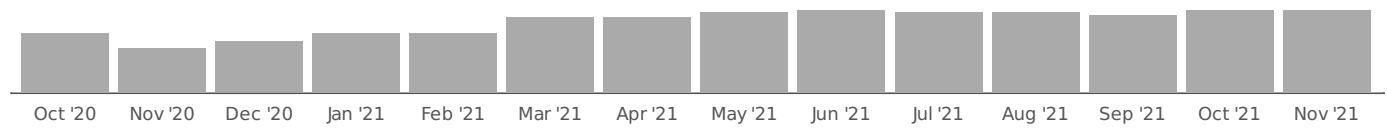
# Advertised Wage Trend

▲ 19.2% Oct 2020 - Nov 2021

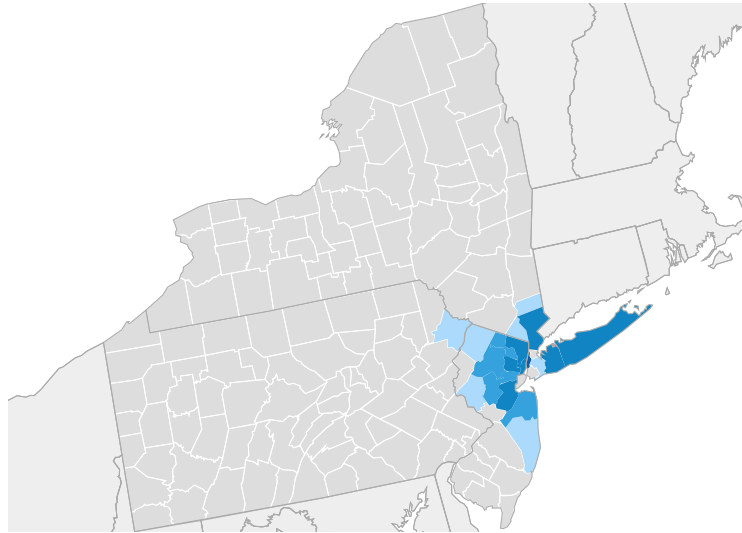
\$21.11 Median



2,241,653 Job Postings

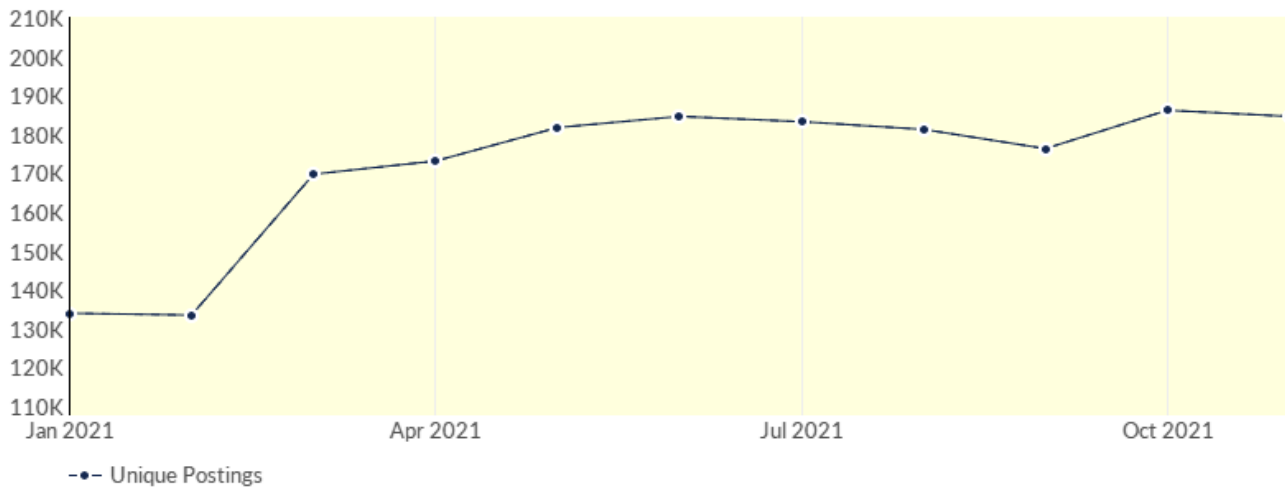


## Job Postings Regional Breakdown



County	Unique Postings (Oct 2020 - Nov 2021)
New York County, NY	962,034
Bergen County, NJ	138,740
Middlesex County, NJ	136,648
Nassau County, NY	129,841
Suffolk County, NY	121,054

## Unique Postings Trend























Month	Unique Postings	Posting Intensity
Dec 2021	169,281	2 : 1
Nov 2021	184,595	3 : 1
Oct 2021	186,164	4 : 1
Sep 2021	176,294	4 : 1
Aug 2021	181,251	4 : 1
Jul 2021	183,231	4 : 1
Jun 2021	184,588	3 : 1
May 2021	181,710	3 : 1
Apr 2021	173,108	2 : 1
Mar 2021	169,718	3 : 1
Feb 2021	133,464	3 : 1
Jan 2021	133,934	3 : 1





















## Education & Experience Breakdown

Education Level	Unique Postings	% of Total	Minimum Experience	Unique Postings	% of Total
No Education Listed	1,088,920	49%	No Experience Listed	1,217,566	54%
High school or GED	449,216	20%	0 - 1 Years	277,428	12%
Associate's degree	148,883	7%	2 - 3 Years	357,831	16%
Bachelor's degree	629,203	28%	4 - 6 Years	248,541	11%
Master's degree	178,230	8%	7 - 9 Years	76,086	3%
Ph.D. or professional degree	62,149	3%	10+ Years	64,201	3%

## Top Companies Posting





















	Total/Unique (Oct 2020 - Nov 2021)	Posting Intensity	Unique Postings Trend (Oct 2020 - Nov 2021)
Amazon	263,364 / 29,138	9 : 1 	
Robert Half	60,900 / 22,694	3 : 1 	
Hackensack University Medical Center	60,077 / 16,716	4 : 1 	
Northwell Health	56,215 / 15,963	4 : 1 	
JPMorgan Chase	116,819 / 15,353	8 : 1 	
Randstad	39,763 / 12,889	3 : 1 	
Allied Universal	68,820 / 12,575	5 : 1 	
Anthem	22,171 / 9,451	2 : 1 	
Citibank	26,489 / 8,934	3 : 1 	
Aerotek	19,641 / 8,237	2 : 1 	

# Top Cities Posting





















City	Total/Unique (Oct 2020 - Nov 2021)	Posting Intensity	Unique Postings Trend (Oct 2020 - Nov 2021)
New York, NY	2,962,014 / 962,034	3 : 1 	
Jersey City, NJ	280,841 / 66,687	4 : 1 	
Newark, NJ	241,862 / 54,854	4 : 1 	
Edison, NJ	98,737 / 28,158	4 : 1 	
New Brunswick, NJ	84,459 / 21,417	4 : 1 	
White Plains, NY	60,264 / 21,141	3 : 1 	
Parsippany, NJ	46,059 / 19,186	2 : 1 	
Yonkers, NY	54,664 / 15,765	3 : 1 	
Paramus, NJ	47,494 / 15,141	3 : 1 	
Morristown, NJ	40,151 / 14,686	3 : 1 	























# Top Posted Occupations

	Total/Unique (Oct 2020 - Nov 2021)	Posting Intensity	Unique Postings Trend (Oct 2020 - Nov 2021)
Registered Nurses	389,929 / 77,962	5 : 1 	
Software Developers and Software Quality Assurance Analysts and Testers	191,176 / 76,123	3 : 1 	
Computer Occupations, All Other	169,160 / 70,431	2 : 1 	
Personal Service Managers, All Other; Entertainment and Recreation Managers, Except Gambling; and Managers, All Other	166,226 / 66,770	2 : 1 	
Sales Representatives, Wholesale and Manufacturing, Except Technical and Scientific Products	180,080 / 59,696	3 : 1 	
Retail Salespersons	191,234 / 54,552	4 : 1 	
Customer Service Representatives	160,156 / 45,018	4 : 1 	
Marketing Managers	102,048 / 40,737	3 : 1 	
General and Operations Managers	103,047 / 35,260	3 : 1 	
Laborers and Freight, Stock, and Material Movers, Hand	189,259 / 34,330	6 : 1 	

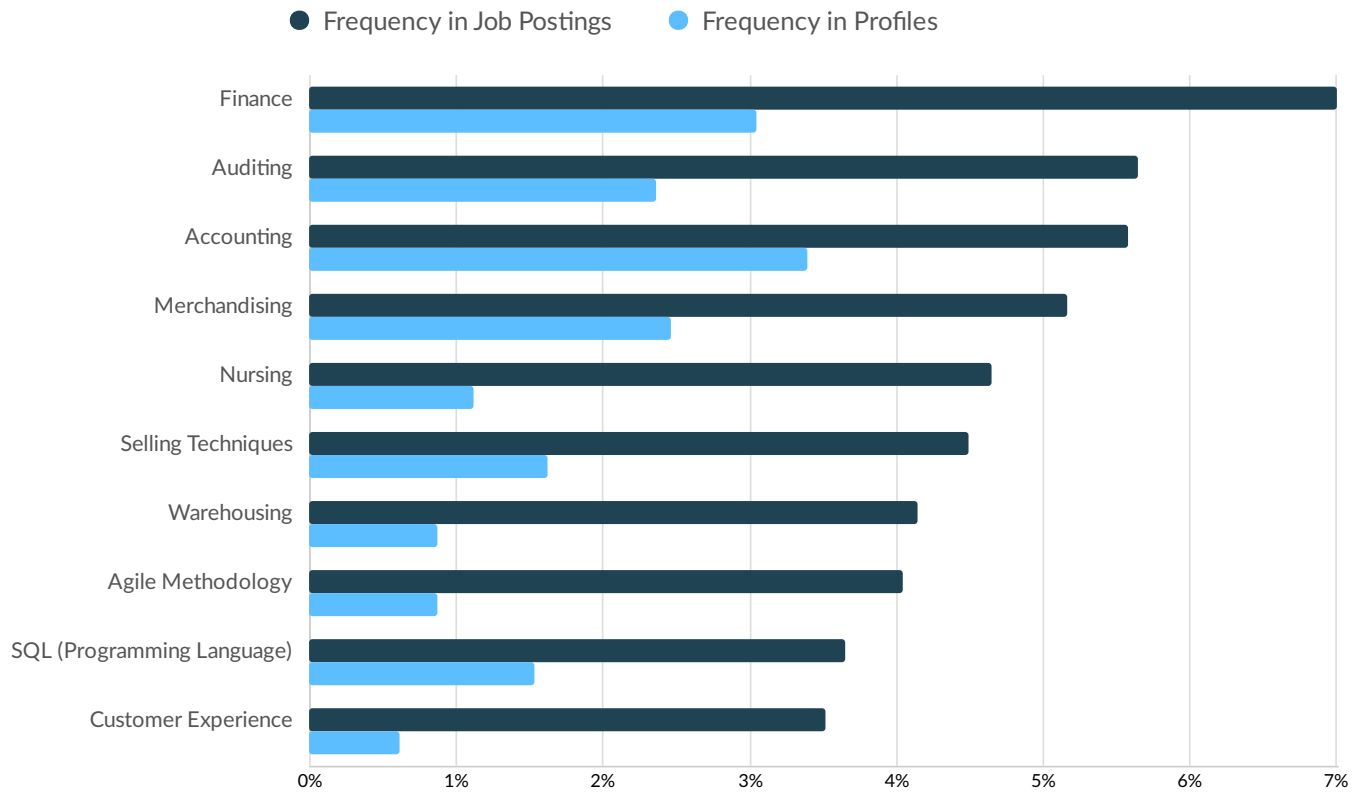
# Top Posted Job Titles

	Total/Unique (Oct 2020 - Nov 2021)	Posting Intensity	Unique Postings Trend (Oct 2020 - Nov 2021)
Administrative Assistants	28,358 / 10,606	3 : 1 	
Customer Service Representatives	30,940 / 8,539	4 : 1 	
Registered Nurses	46,203 / 7,888	6 : 1 	
Delivery Drivers	48,567 / 7,182	7 : 1 	
Licensed Practical Nurses	44,475 / 6,916	6 : 1 	
Project Managers	17,493 / 6,870	3 : 1 	
Sales Associates	21,114 / 6,773	3 : 1 	
CDL-A Truck Drivers	25,155 / 6,480	4 : 1 	
Medical Assistants	17,344 / 6,149	3 : 1 	
Direct Support Professionals	25,033 / 5,964	4 : 1 	

# Top Industries

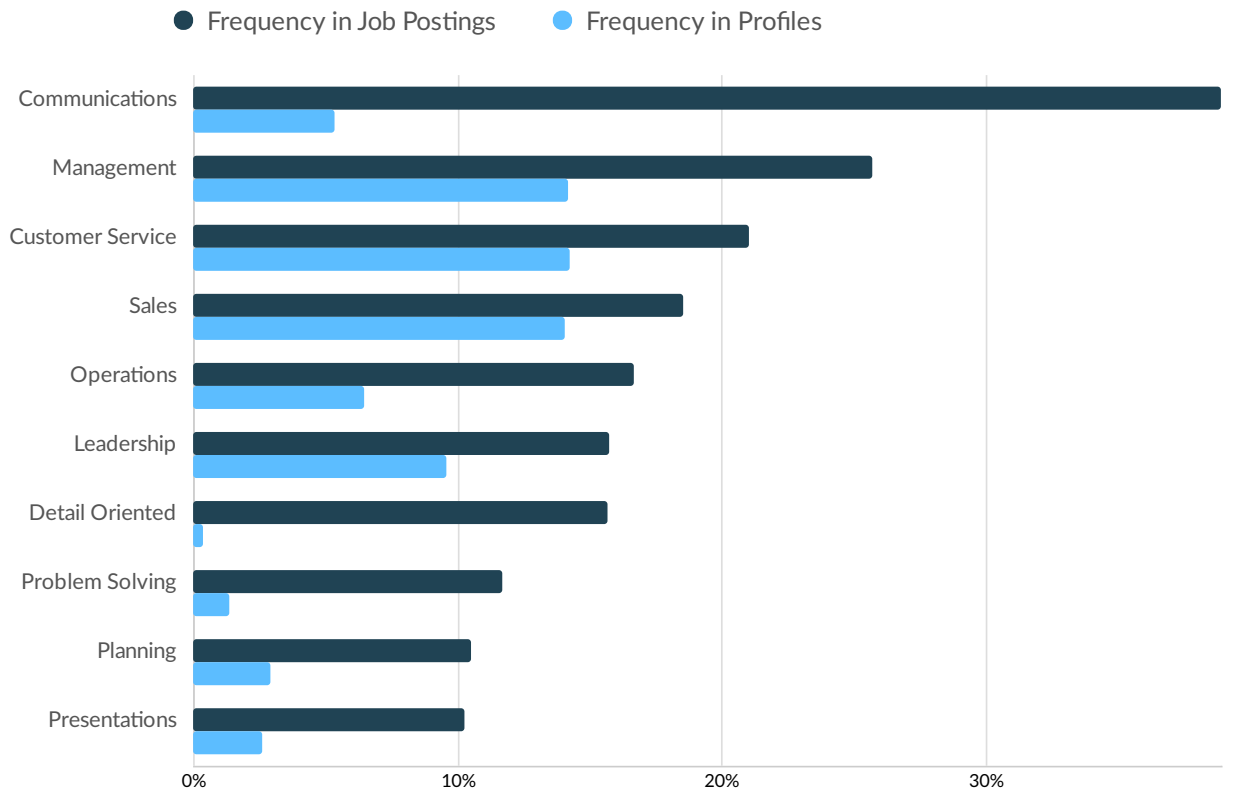
	Total/Unique (Oct 2020 - Nov 2021)	Posting Intensity	Unique Postings Trend (Oct 2020 - Nov 2021)
Professional, Scientific, and Technical Services	608,821 / 250,470	2 : 1 	
Health Care and Social Assistance	799,626 / 241,126	3 : 1 	
Administrative and Support and Waste Management and Remediation Services	656,964 / 202,130	3 : 1 	
Retail Trade	834,755 / 187,671	4 : 1 	
Finance and Insurance	522,958 / 142,080	4 : 1 	
Manufacturing	276,687 / 109,035	3 : 1 	
Accommodation and Food Services	275,714 / 80,720	3 : 1 	
Information	187,811 / 68,059	3 : 1 	
Transportation and Warehousing	219,550 / 50,244	4 : 1 	
Wholesale Trade	171,460 / 46,663	4 : 1 	

# Top Hard Skills



	Postings	% of Total Postings	Profiles	% of Total Profiles
Finance	157,125	7%	122,710	3%
Auditing	126,601	6%	95,138	2%
Accounting	125,256	6%	136,515	3%
Merchandising	115,787	5%	99,160	2%
Nursing	104,377	5%	44,826	1%
Selling Techniques	100,743	4%	65,462	2%
Warehousing	92,924	4%	35,147	1%
Agile Methodology	90,677	4%	35,158	1%
SQL (Programming Language)	81,865	4%	61,735	2%
Customer Experience	78,849	4%	24,705	1%

# Top Common Skills



	Postings	% of Total Postings	Profiles	% of Total Profiles
Communications	872,291	39%	216,044	5%
Management	575,781	26%	568,929	14%
Customer Service	471,899	21%	571,344	14%
Sales	415,996	19%	566,204	14%
Operations	374,098	17%	259,736	6%
Leadership	353,756	16%	384,978	10%
Detail Oriented	351,528	16%	16,025	0%
Problem Solving	263,082	12%	54,431	1%
Planning	236,289	11%	116,710	3%
Presentations	230,601	10%	104,246	3%

# Top Qualifications

	Postings with Qualification
Bachelor Of Science in Business	16,748
Bachelor Of Science in Nursing (BSN)	22,226
Certified Nursing Assistant	18,582
Certified Public Accountant	13,119
Commercial Driver's License (CDL)	22,112
Licensed Clinical Social Worker (LCSW)	12,200
Licensed Practical Nurse	23,664
Master Of Business Administration (MBA)	40,998
Nurse Practitioner	14,473
Project Management Professional Certification	12,538

# Appendix A

## Top Posting Sources

Website	Postings on Website (Oct 2020 - Nov 2021)
Dejobs.org	559,067
Indeed.com	547,757
Simplyhired.com	544,865
Careerbuilder.com	208,480
Craigslist.org	121,807
Disabledperson.com	83,704
Dice.com	83,598
Glassdoor.com	81,908
Icims.com	66,945
Myworkdayjobs.com	66,368
Jobsinpaterson.com	59,001
Ziprecruiter.com	49,229
Elizabethrecruiter.com	28,893
Taleo.net	27,140
Greenhouse.io	26,059
Newyorkrecruiter.com	25,641
Careercast.com	25,211
Patersonrecruiter.com	23,029
Careerjet.com	19,950
Brassring.com	18,974
Lakewoodnjrecruiter.com	18,765
Philadelphiarecruiter.com	17,894
Hercjobs.org	17,637
Adp.com	16,729
Monster.com	16,635

# Appendix B

## Sample Postings



# Substation Supervisors – Consolidated Edison in New York, NY (Nov 2021 - Active)

## Sr Specialist - OR Eastern Substations

Link to Live Job Posting: [careers.coned.com](https://careers.coned.com)

Location: New York, NY

O\*NET: 43-4051.00

Company: Consolidated Edison

Job Title: Substation Supervisors

CareersAbout UsWhy Work HereSaved Jobs Sr Specialist•OR Eastern SubstationsJob Info Nov 23, 2021 105643

Posting Expiration Date:

Dec 2, 2021

Schedule Type:

Full-Time Organization:

OR Substation Operations Department:

OR Eastern Substation Section:

SUBST OPS

- 

Eastern Substn Location:

Various Similar Jobs Multiple•Analyst or Sr Analyst, Steam Services, Compliance IT & Cyber Supervisor, OR Northern Substation Chief Construction Inspector (CCI), Construction Department Office Analyst, Energy Efficiency FP&A and Financial Controls Section Manager, Clean Energy Channel Network Job Description Mission Statement Consolidated Edison Company of New York, Inc. (Con Edison), Orange & Rockland Utilities (O&R), and Consolidated Edison Transmission (CET) employees are required to follow health, safety, and environmental policies, EEO, Standards of Business Conduct, and all other applicable company policy and procedures. We all share a responsibility to advance the company's mission by excelling at our three corporate priorities•safety of our people and the public, operational excellence in all that we do, and ensuring the best possible customer experience. Core Responsibilities Ensures implementation of Company safety, health and environmental programs for employees whose work is directed. Ensures that safe work practices are followed and the environment is fully protected in accordance with Company policy and governmental regulations.Commitment to the Way We Work Principles, and adhere to the Company's Standards of Business Conduct and other Company procedures including Environmental, Health and Safety ("EH&S"), Equal Employment Opportunity ("EEO"), discipline, and security.Is dedicated to enhancing the Customer Experience, both within the Company and externally and demonstrates a commitment to the ideal of developing a proactive, customer-centric culture to foster trust and confidence among customers and improve value for all our stakeholders.Provide guidance to Substation Operation personnel to ensure compliance of with all regulatory, EH&S and departmental policy and procedures.Maintain and develop the procedures necessary to ensure regulatory, EH&S and departmental policy and procedure compliance for the organization.Develop and maintain a method to store evidence of NERC and NPCC compliance.Develop and maintain a method to track upcoming compliance deadlines and work with Substation Management team to ensure compliance activities are completed before their associated deadline.Ensure Substations is fully compliant with regulatory, EH&S and departmental policies and procedures.Develop and implement mitigation plans if situations of noncompliance arise in Substations.Perform inspection/audits of field crews to ensure procedural compliance.Develop and maintain a

strong working knowledge of NERC and RRO (eg NPCC and RF) mandatory reliability standards applicable to O&R as the company is registered on the compliance registry, and standards development, implementation and auditing processes. Perform day-to-day technical and administrative tasks associated with O&R's NERC Standards Compliance Program including coordination of existing standards review across the appropriate operating and engineering areas; ensure the necessary documentation exists to support auditable compliance prior to certifications to regulatory entities. Assist in processing the timely, accurate and well-documented submittal of data as necessary. Assist in preparation of audit document packages for submittal to regulatory agencies. Conduct routine assessment of the compliance program's required actions, maintain schedules, monitor performance, and actively promote continuous improvement therein. Coordinate compliance activity with appropriate CECONY personnel, neighboring companies, and regulatory contacts to ensure that joint activity commitments are being addressed, and best practices are being employed. Conduct audits associated with contractor oversight and utilization. Monitor NERC and RRO for proposed new or revised reliability standards and requirements applicable to Substations/Relay. Provide feedback on proposals, monitor regulatory approval process, and keep Substations/Relay department management personnel informed of developments. Create compliance program and procedures to ensure compliance with new or revised requirements, in accordance with effective dates of new/revised requirements and implementation schedules. Perform other related duties, as required. Required Education/Experience Bachelor's Degree Engineering, Business, Information Technology, Organizational Management or a technical field. And 3 years in the electric power industry or regulatory agency. Required Work Experience Must have a minimum of 3 years' experience working in the electric power industry or regulatory agency. Regulatory, Compliance, Audit, or Internal Controls administration experience is highly preferred. Required Must have experience with Microsoft Word, PowerPoint and Excel. Required Must have demonstrated attention to detail in project work. Experience working in teams. Required Must have demonstrated ability to adhere to schedules and meet deadlines. Required Must have demonstrated performance of value-added assignments. Required Familiarity with NERC Reliability Standards applicable to O&R's registrations is preferred Preferred Familiarity applying the Bulk Electric System (BES) Definition to electric power systems is preferred. Pref Skills & Ability Effective interpersonal skills Strong written and verbal communication skills Well organized, detail oriented and flexible to handle multiple assignments Ability to drive multiple projects to successful completion Licenses & Certifications Driver's License Required Physical Demands Must sit or stand to use a keyboard, mouse, and computer for entire shift Other Physical Demands Must be able to respond to Company emergencies by performing a System Emergency Assignment to restore service to our customers. Must be able to participate in the Company's emergency management processes and storm plans as required. Must be willing to attend meetings and conferences outside of the Company service territory as needed Technical Difficulty Statement For technical issues, please contact us at [careerconnect@coned.com](mailto:careerconnect@coned.com) Equal Opportunity Employer Consolidated Edison Company of New York, Inc. (Con Edison), Orange & Rockland Utilities (O&R), and Consolidated Edison Transmission (CET) are equal opportunity employers. All qualified applicants will receive consideration for employment and will not be discriminated against on the basis of the individual's actual or perceived disability, protected veteran status, race, color, creed, religion, sex, age, national origin, gender, gender identity, gender expression, genetic information, marital status, sexual orientation, citizenship, domestic violence victim status, or any other actual or perceived status protected by law.

SHARE:

SAVE JOB

[careerconnect@coned.com](mailto:careerconnect@coned.com) Follow us © 2017 Con Edison Inc.

# Unclassified – Jitjatjo in Little Ferry, NJ (Nov 2021 - Active)

## Retail Security

Link to Live Job Posting: [www.careerbuilder.com](http://www.careerbuilder.com)

Location: Little Ferry, NJ

O\*NET: 33-9032.00

Company: Jitjatjo

Job Title: Unclassified

Retail Security Jitjatjo Little Ferry, NJ Full Time CONGRATULATIONS and welcome to Jitjatjo, the new way to work! We are a W2 employer, care about people, and offer:

- Flexible Work | work/life balance
- Instant Pay | get paid at the end of your shift^
- W2 Benefits | overtime, workers comp, sick pay etc.

### Position:

Jitjatjo is looking for energetic team members who are passionate about customer service. Asset Protection / Merchandise Security Officers provide a visible and welcoming presence at entrances, and throughout the store, to help deter theft while aiding the customer shopping experience. Successful Talent demonstrate attention to detail and customer service ethic.

### Responsibilities:

- Maintain a positive, friendly, and professional attitude toward customers at all times.
- Greets and welcomes customers while on the selling floor.
- Visually monitor customer traffic entering and exiting the store.
- Maintain a positive, friendly, and professional attitude toward customers at all times.
- Respond promptly to customer inquiries.
- Deter theft via visual observation.
- Communicate suspicious activity to Asset Protection/Security.
- Maintain a safe business environment.

### Requirements:

- 18 years or older
- Eligible to work in the US
- Smartphone with a data plan Jitjatjo is a W2 employer hiring Asset Protection staff for part time and temp-to-perm positions.

Introducing Flex by Jitjatjo, designed for people seeking Flexible Work and Instant Pay! Why Flex? Our team members choose Flex because of how easy it is to make extra money. Apply to work with us once through a simple application and get access to endless part time jobs that fit your lifestyle.

### Get Hired Fast:

Apply once and we automatically connect you with long and short-term jobs that fit your skills, schedule, and location

### Flexible Schedule:

Be in control of when and where you work by setting weekly availability that fits your busy schedule

### Instant Payment:

#### INSTANT PAYMENT.

With Flex you dont wait two weeks to get paid, our employees can get paid on clock-out^ Apply today, no resume required, and start work as quickly as tomorrow. How to

#### Apply:

1. Click Apply and enter your mobile/cell2. Download Flex app to complete your application3. Follow the steps to start working/earning  
Once hired, you will have access to unlimited work opportunities at a variety of businesses that meet our strict standards to ensure you will be treated with respect and enjoy your work. ^Instant Pay is conditional on the achievement of performance criteria, a current/active and supported debit card, a supported tax profile, and approval of hours worked. Certain gigs may require additional time to verify worker hours and in such cases, payment may take longer to process. USA only.

# Digital Investment Associates – Unclassified in New York, NY (Nov 2021 - Active)

## Buyer Digital Investments

Link to Live Job Posting: [wd3.myworkdaysite.com](http://wd3.myworkdaysite.com)

Location: New York, NY

O\*NET: 13-1023.00

Company: Unclassified

Job Title: Digital Investment Associates

Buyer Digital Investments locationsNew York - Tribecatime typeFull timeposted onPosted 30+ Days Agojob requisition id

JR0020537

Agency :

Havas Media New York Job Description Summary :

Digital Investment Buyer

### JOB SUMMARY

The Digital Investment Buyer is a key member of the Digital Investment team of experts responsible for delivering smart, innovative and performance driven Digital campaigns for its clients. They take the lead in identifying and selecting media partners that achieve identified strategic and tactical objectives as laid out by the Connections Planning and Comms Planning teams. They are the primary owners of the vendor relationships and are responsible for all negotiation and value creation with these vendors and for ensuring each plan is executed with excellence. They supply aggregated quantitative and qualitative information for group level reporting for rate and program negotiations. The team is expected to stay at the cutting edge of Digital innovation within the industry and educate the larger brand/client teams on relevant opportunities and challenges. In order to fulfil these requirements, the Digital Investment team must collaborate seamlessly with other functional teams and specialties. This role reports to the Senior Digital Investment Buyer and will support the larger Digital Investment team and manage the Digital Investment Associate.

Job Description :

### MAIN RESPONSIBILITIES

Plan Creation & Execution Utilize internal and syndicated data sources to identify and recommend media vendors that deliver on client/campaign objectives for direct (contextually placed) site buys.Prepare index table to benchmark rates for new publishing partners.Lead the preparation and submission of RFPs (Request For Proposal) to prospective site partners.Participate in assessment of responses with team.Participate in negotiation for favorable rates, value and investment terms for direct site buys.Partner with specialty teams to ensure cohesive Digital campaign launch where necessary.Assist with providing supporting content for recommended partners and programs to the Connection Planning team for plan recommendation to client.Contribute to client status report on behalf of Digital Investment team. Campaign Execution Ensure timelines are met to execute campaigns with excellence.Oversee creation of insertion orders through Prisma system; Drive updates as necessary with optimizations.Provide media plan and spec sheet to creative team and/or brand for trafficking.Partner with ad ops team to ensure go live readiness.Review draft billing for client invoicing and support any resolution of discrepant invoicing.Document all rate and added value detail by vendor for use in future negotiation.Partner with Analytics to review, analyze and optimize Digital plans to best performing partners and placements and provide back to Connection Planning for consolidated regular reporting back to client. Vendor Partnerships & Industry Meet with vendor sales representatives to obtain information about their products.Lead set up of vendor connections including: sit-down meetings, phone calls, and webinars.Lead creative kick off calls with any

media partner if necessary for creative and/or brand teams.Keep abreast of industry trends and assist in knowledge sharing across the team and agency.Provide support to Senior Buyer in creation of vendor and opportunity POVs Managerial. Lead by example while developing, motivating and coaching the Digital Investment Associate.

## KEY COMPETENCIES

Strong understanding of the Digital space inclusive of all site direct and all specialty fields.Great business sense and negotiating skills.Strong connections in the industry with the knowledge of knowing all the right people and places to go for the deal.Experience in leading and collaborating with others.Ability to multi-task and prioritize for self and others.Keen eye for detail and understanding of budget restraints.Self-Starter/demonstrates initiative.Strong problem solving skills.Exceptional interpersonal, organizational, communication and decision making skills.Proficient in Microsoft Office, experience utilizing tools such as AdServer, Prisma, Nielsen, @Plan, AdRelevance, Google Analytics, other software as needed.

Skills :

### Media Planning, Media Reporting Contract Type :

Permanent Here at Havas across the group we pride ourselves on being committed to offering equal opportunities to all potential employees and have zero tolerance for discrimination. We are an equal opportunity employer and welcome applicants irrespective of age, sex, race, ethnicity, disability and other factors that have no bearing on an individual's ability to perform their job. Due to high volume of applications, only eligible or matching candidates will be contacted by us. Similar Jobs (3)Digital Media Buyerlocation2 Locationstime typeFull timeposted onPosted 30+ Days AgoBuyer, Digital InvestmentslocationNew York - Tribecatime typeFull timeposted onPosted 30+ Days AgoMedia Plannerlocation2 Locationstime typeFull timeposted onPosted 30+ Days Ago

## Retail Professionals – L'Oréal in New York, NY (Nov 2021 - Active)

### Manager, Amazon eRetail - LOreal Professional Products Division

Link to Live Job Posting: [www.disabledperson.com](http://www.disabledperson.com)

Location: New York, NY

O\*NET: 11-9199.00

Company: L'Oréal

Job Title: Retail Professionals

JobsManager, Amazon eRetail•L'Oreal Professional Products Division at L'Oreal USAManager, Amazon eRetail•L'Oreal Professional Products Division at L'Oreal USA in New York, New York Posted in Other about 11 hours ago.

## Apply Now Job Description:

### Job Title:

Manager•Amazon e

### Retail Division:

### Professional Products Division Location:

New York, NY Job Summary This role is responsible for the ownership, management and acceleration of the Pureology and Mizani business on Amazon including forecasting, sales reporting, user experience and all levers that drive sales. The scope for this position is 2 brands. Responsible to achieve the Amazon sales target forecast on a weekly, monthly, quarterly and annual basis. Act as the key point of contact for the brands for anything related to the brands' Amazon business including marketing requests, supply chain, demand planning, activations and more. Present monthly to brand leadership. Represent the voice of the consumer, staying close to consumer reviews. Partner with key brand stakeholders to ensure executional excellence via content. This role is responsible for maintaining all content on Amazon (PDPs, Brand Stores, etc.) Dive into the business performance and to gain insights related to Amazon and eCommerce KPI's (sales, traffic, conversion, etc. ) Share out recommendations based on insights gained. Manage the financial investments in the business, leading any promotional discounts and influencing any media/search investments. Understand beauty market and monitor keyword trends Demonstrate entrepreneurial spirit by bringing new ideas to the table. Job Requirements BS/BA degree required 3+ years in a role related to eCommerce or digital (Amazon experience preferred) Strong excel skills including ability to pass an excel test Ability to work in a fast-paced, deadline-driven environment Experience analyzing performance data and summarizing / communicating findings via reports and presentations Experience in beauty, preferred Proactive and results oriented thinker who would flourish in an entrepreneurial environment where new ideas are championed Must demonstrate strong analytical, critical thinking, and problem-solving skills Must demonstrate solid experience in pulling, mining, and synthesizing data into stories Must be skilled at executing within tight timeframes with attention to detail and accuracy Highly organized with proven multi-tasking ability Key Competencies Attention to detail: Ensures quality and strong attention to detail, with strong organizational skills.

### Data-driven :

Leverages data to inform and make recommendations. Must have strong excel skills. Innovates and agility : eComm is a daily business. We are looking for someone who treats things with a sense of urgency, can bring creative ideas to the table. Entrepreneurial spirit : Someone who demonstrates ownership of their goals and responsibilities and treats the business like their own. Expresses passion and curiosity for the eCommerce business.

### Teamwork/collaboration :

Someone who is a team player and can work collaboratively with counterparts and across the division. We are an Equal Opportunity Employer and take pride in a diverse environment. We do not discriminate in recruitment, hiring, training, promotion or other employment practices for reasons of race, color, religion, gender, sexual orientation, national origin, age, marital or veteran status, medical condition or disability, or any other legally protected status. If you require a reasonable accommodation to complete an application for a recognized disability under applicable law, please email [email protected] . Please note this email will only respond to specific requests for assistance completing the application as a request for accommodation for a disability. All others will not be considered. #DDIR Apply Now



## Compliance Product Officer (ICG) Control Group North America (VP)

Link to Live Job Posting: [www.careercast.com](http://www.careercast.com)

Location: Jersey City, NJ

O\*NET: 11-2021.00

Company: Citibank

Job Title: Vice Presidents of North American Operations

1 day old Compliance Product Officer (ICG) Control Group North America (VP) Citigroup Jersey City, NJ 07308 Add to Favorites Share Job Apply Now Serves as a Control Group compliance risk officer, specifically related to research publication, for Independent Compliance Risk Management (ICRM) responsible for assisting with internal strategies, policies, procedures, processes, and programs to prevent violations of law, rule, or regulation and design and deliver a risk management framework that maintains risk levels within the firm's risk appetite and protect the franchise. In addition, engages with the ICRM Product and Institutional Clients Group (ICG) and Research business teams, in order to partner, develop and apply CRM program solutions that meet the ICG business and Research Department needs in a manner consistent with the Citi program framework. Primary responsibilities include monitoring compliance risk behaviors and providing day-to-day Compliance advice relating to ICG and the Research Department and guidance on Research Product, The Global Research Settlement and other capital formation rules, laws and procedures/laws and interpretation on internal policies and procedures.

- Key activities include:
- + Assisting in the design, development, delivery and maintenance of best-in-class Compliance, programs, policies and practices for ICRM.

+ Providing guidance on rules and regulations relating to Research operational issues, as well as, providing transactional approvals and interpretations of internal compliance policies.

### This includes:

+ Identifying, evaluating and resolving issues related to the publication of Investment Research product. + Independently engage with senior Business management and other global functions to resolve complex issues and address the associated Compliance and Regulatory Risks. + Responding to questions from Research analysts, Research management and investment bankers regarding issues related to Research product and the capital formation process. + Reviewing and approving Research analysts requests to make public appearances and the provision of disclosures in compliance with FINRA Rule 2241. + Chaperoning and tracking authorized discussions between research analysts and investment bankers and monitoring such communications during the capital formation process. + Assisting with regulatory inquiries and/or examinations. This may include coordination with regulators and other parties. + Collaborating with other internal areas including: Legal, Business Management, Operations, Technology, Finance, other Control Functions, and In-Business Risk to address compliance issues which may impact the supported businesses + Supporting the Research and Investment Banking businesses in performing timely compliance reviews of new products. + Assisting in the development and administration of Compliance training for the supported businesses. + Researching any new reform rules and rule changes and implementing policies, procedures or other controls necessary to comply with the rules. + Maintain the Firms Watch and Restricted List and determining appropriate levels of restrictions and quiet periods. + Collaborate with colleagues on a global level and standardize regional practices. + Provide senior leadership and support to other members of the Research Clearance and Chaperoning team including developing and implementing training programs for new joiners. + Lead special projects to enhance efficiencies, identify and mitigate risk, and implement technological solutions. + Additional duties as assigned.

- Education & Experience
- Required
- : 4+ years of Control Group, Research Clearance or Product compliance.

Bachelors degree; experience in compliance, legal or other control-related function in the financial services firm, regulatory organization, or legal/consulting firm, or a combination thereof; strong working knowledge of Research ,Investment banking & Capital Markets products and the related operations and financial requirements

- Preferred
- : MBA or JD
- Knowledge and Skills
- Required
- : + Knowledge of Compliance laws, rules, regulations, risks and typologies + Extensive knowledge of FINRA Rule 2241 and 2242, Rules 137, 138 and 139, Section 5, The Global Research Settlement & Jobs Act + Must be a self-starter, flexible, innovative and adaptive + Strong interpersonal skills with the ability to work collaboratively and with people at all levels of the organization + Strong written and verbal communication and interpersonal skills + Ability to both work collaboratively and independently; ability to navigate a complex organization + Advanced analytical skills + Ability to both work independently and collaborate with team members + Excellent project management and organizational skills and capability to handle multiple projects at one time + Proficient in MS Office applications (Excel, Word, PowerPoint) + Demonstrated knowledge in Research Review, Global Settlement and Capital Formation issues •Preferred•: Demonstrated experience in pre-publication research review •Other•: Related certifications desirable•

#### Job Family Group:

- Compliance and Control
- Job Family:
- Product Compliance Risk Management
- Time Type:
- Citi is an equal opportunity and affirmative action employer.

Qualified applicants will receive consideration without regard to their race, color, religion, sex, sexual orientation, gender identity, national origin, disability, or status as a protected veteran. Citigroup Inc. and its subsidiaries ("Citi") invite all qualified interested applicants to apply for career opportunities. If you are a person with a disability and need a reasonable accommodation to use our search tools and/or apply for a career opportunity review

- Accessibility at Citi (<https://www.citigroup.com/citi/accessibility/application-accessibility.htm>)
- View the "EEO is the Law (<https://www.dol.gov/sites/dolgov/files/ofccp/regs/compliance/posters/pdf/eeopost.pdf>) " poster. View the EEO is the Law Supplement (<https://www.dol.gov/sites/dolgov/files/ofccp/regs/compliance/posters/pdf/OFCCP\EEO\Supplement\Final\JRF\QA\508c.pdf>) . View the EEO Policy Statement ([http://citi.com/citi/diversity/assets/pdf/eeo\\_aa\\_policy.pdf](http://citi.com/citi/diversity/assets/pdf/eeo_aa_policy.pdf)) . View the Pay Transparency Posting ([https://www.dol.gov/sites/dolgov/files/ofccp/pdf/pay-transp\\\_%20English\\\_formattedESQA508c.pdf](https://www.dol.gov/sites/dolgov/files/ofccp/pdf/pay-transp\_%20English\_formattedESQA508c.pdf))
- Effective November 1, 2021, Citi requires that all successful applicants must be fully vaccinated against

#### COVID-19

as a condition of employment and provide proof of such vaccination prior to commencement of employment.Citi is an equal opportunity and affirmative action employer.Minority/Female/Veteran/Individuals with Disabilities/Sexual Orientation/Gender Identity.  
CategoriesBanking

#### Posted:

2021-11-29

#### Expires:

2021-12-29

# Appendix C - Data Sources and Calculations

## Emsi Job Postings

Job postings are collected from various sources and processed/enriched to provide information such as standardized company name, occupation, skills, and geography.

## State Data Sources

This report uses state data from the following agencies: New Jersey Department of Labor and Workforce Development; New York Department of Labor; Pennsylvania Department of Labor and Industry, Center for Workforce Information and Analysis