



EMPLOYMENT OPPORTUNITY

Fiscal Analyst

Hiring Salary: \$4,571 to \$5,029/Monthly (DOE) + Benefits



About the Position:

The County of Yuba is currently recruiting for a Fiscal Analyst within the Finance and Administration Division of the Health & Human Services Department. Under general supervision, this position performs a variety of difficult and complex professional level analytical work to support the operations of County departments, agencies and programs in areas such as the development and administration of the annual budget, financial/fiscal analysis and reporting, grant monitoring and administration; and performs other duties as assigned. This is the journey level classification in the professional Analyst series. *This is a county wide classification. Therefore, the employment list established from this recruitment may be utilized to fill other vacancies within the same classification.*

Ideal Candidate:

The ideal candidate will have the ability to work independently and possess a teamwork mindset. Must be a self-starter and possess knowledge of Federal and State laws, rules and regulations pertaining to governmental financial accounting and budgeting. This incumbent will analyze, evaluate, interpret, and implement new and existing governmental accounting pronouncements and technical guidance. Develop effective recommendations in the areas of budget, grant management, social services program funding, resource planning, staff training and development. Must be organized and skilled in planning, directing and reviewing the work of others.

Required Qualifications:

Minimum: Bachelor's Degree from an accredited college or university with major coursework in Accounting, Business Administration, Economics, Finance, Public Administration, Statistics, or a field related to the work and two years of para-professional fiscal and/or accounting experience at least equivalent to the County's classification of Senior Accounting Technician. *Candidates with strong experience who lack the degree are encouraged to apply.*

Preferred: In addition to the minimum, two years of experience at least equivalent to the County's class of Senior Accounting Technician.

Work Environment: Generally a typical office environment. May be required to attend meetings outside the normal business hours.

Special Requirements: Must successfully complete an extensive and thorough background investigation, which may include Live Scan fingerprinting prior to hire. DMV printout prior to hire. May be required to work outside normal working hours including evenings, weekends, holidays and other off-hours shifts. Will be required to perform disaster service activities pursuant to Government Code 3100-3109.

About Health & Human Services:

The Yuba County Health and Human Services Department provides a wide array of services through a diverse system of holistic programs. Employees, numbering about 300, are responsible for planning, managing, coordinating, and delivering a continuum of these services in a manner that is responsive to the needs of the community. There are several major divisions within the department including: Adult Services; Child Welfare Services; Public Assistance; Employment Services; Housing and Integrated Services; Public Health; Veterans Services; and Finance and Administration. The department is committed to its vision of a healthy and thriving community by improving the overall well-being of our residents, valuing employees and encouraging a healthy work/life balance.

Examples of Duties :

- ◇ Performs research, compiles and analyzes information and data regarding a variety of budgetary, financial, and/or fiscal issues; identifies issues and determines analytical standards in consultation with supervisor and/or management; gathers relevant data, information and documentation from a variety of sources; analyzes information and documentation and develops tentative findings; discusses and/or coordinates analysis and tentative findings with supervisor and/or management; develops or assists in developing recommendations and/or course of action; gathers additional information and/or revises methodology as needed.
- ◇ Performs analysis for budget development and resource planning; performs or assists in needs analysis and trend analysis based on research and consultation with managers and administrative staff; consults with managers and assists in resource planning and development of annual budget estimates; reviews and analyzes budget requests; compiles information and documentation in preparation of producing reports and/or drafts reports related to budget and resource planning issues.
- ◇ Prepares detailed quarterly financial reports for various internal and external agencies; prepares analysis for independent auditors as required; ensures the assigned department's fiscal functions comply with applicable Federal, State, and local laws, regulations, and ordinances; acts as departmental liaison with various federal, state and local public agencies and with business, professional and community organizations.

The County of Yuba is an Equal Opportunity Employer (EOE) and participates in the E-Verify program.

Work With Us!

County of Yuba Human Resources
915 8th Street, Suite 113
Marysville, CA 95901
(530) 749-7862

Final Filing Date:

Friday, August 6, 2021 @ 5:00 p.m.

For specific details, a complete benefit summary and to apply please visit:

<https://www.calopps.org/yuba-county>