



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 in the Probation 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, 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.

About Probation:

The principal mandated tasks accomplished by Adult and Juvenile Probation Services are the preparation of investigative reports and sentencing recommendations for the Courts on criminal, diversion and probation actions, and the supervision of offenders granted formal probation. Probation Officers also supervise offenders released on Post Release Community Supervision and pursuant to Section 1170(h) of the Penal Code. Probation manages a variety of specialized adult and youth

SAVE THE DATE:

All qualified applicants must participate in a Qualifications Assessment Oral Exam & Microsoft Excel Proficiency Exam, which has been tentatively scheduled for November 12, 2020. Additional details will follow via e-mail shortly after the final filing date.

program elements. The adult programs include Drug Court, a pre-trial risk assessment unit, and a wide array of rehabilitative programming at the Yuba County Day Reporting Center. The youth program elements include a variety of programs, Probation and School Success Program, Juvenile Offender Work Program, Truancy Program, and the Thomas E. Mathews School.

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:

Wednesday, Nov. 4th, 2020 @ 5:00 PM

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

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