



CITY AND COUNTY OF DENVER
Career Service Authority
201 W Colfax Ave, Dept 412, Wellington E.
Webb Municipal Office Building
Denver, CO 80202

<http://www.denvergov.org/jobs>

**INVITES APPLICATIONS FOR THE POSITION OF:
Associate Financial Management Analyst**

An Equal Opportunity Employer

SALARY

\$41,556.00 - \$66,288.00 Annually

OPENING DATE: 04/20/07

CLOSING DATE: 05/06/07

THE POSITION

The Budget and Management Office of the City and County of Denver currently has a vacancy for the position of Associate Financial Management Analyst. This position assists in developing the Mayor's budget and monitors and projects agency expenditures and revenues against budget.

JOB RESPONSIBILITIES

Analysts will work with assigned agencies on performance management and various special projects.

We are seeking generalists with backgrounds in public administration and policy analysis, political science, finance and economics, who are motivated to apply their training, along with their common sense, to resolving both big and small issues within the City.

Successful candidates possess strong interpersonal, self-initiation, analytical, facilitation, and problem solving skills in addition to being comfortable with numbers, numeric reconciliation, and spreadsheets.

MINIMUM QUALIFICATIONS

Qualified applicants must possess a Bachelors Degree in Public Administration, Public Policy Analysis, Government, Political Science, Urban Affairs, Economics, Finance, Business Administration or Accounting and one year of recent professional experience in budget or financial analysis, preferably in government or in a public policy-oriented non-profit organization.

A Master's Degree in the prescribed major fields may be substituted for bachelor's degree requirement and the one year of required experience. We prefer candidates with Masters degrees in Public Administration, Public Policy Analysis, Government, Political Science, Urban Affairs or Economics with recent experience or an internship in public sector, or non-profit, budget, financial or policy analysis. Candidates possessing a MBA with recent public sector finance or budgeting experience are also preferred.

Appropriate additional experience may be substituted for the required education on the basis of one year of experience for one year of education.

ADDITIONAL INFORMATION Please apply on line at www.denvergov.org/jobs.

The salary range for this position is currently \$41,556 - \$66,288. The likely hiring salary range is \$41,556 - \$46,440, depending on qualifications.

Note: Candidates who are not available to start work until after graduation from school in May or early June may apply.

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