

## FINANCIAL SYSTEMS ANALYST I/II

Office of the Auditor-Controller

### COUNTY OF SANTA BARBARA

FSA I \$94,363 – 112,477 Annual Salary DOE/DOQ

FSA II \$98,554 – 117,597 Annual Salary DOE/DOQ

*(includes annual cash benefit allowance of \$6,149)*

*This position is eligible for a 5% CPA allowance*

The County of Santa Barbara, Office of the Auditor-Controller, seeks **two** Financial Systems Analysts I/II who have a sound financial background and ideally an aptitude, or some experience in, application programming, as this position will support the core architecture of the County's financial accounting systems; however the emphasis will be on financial analysis. Working for our organization is working in one of the most innovative, efficient and effective departments in local government.

#### THE DEPARTMENT:

The Auditor-Controller is the chief financial officer of the County and is elected by Santa Barbara County voters to provide accounting, budgeting and financial services to the public and supports payroll, property tax, accounting functions, etc. The organization is dedicated to act in a way that will serve the public interest, honor the public trust and demonstrate a commitment to professionalism. Our organization is a compelling work environment which promotes: The Deming Management Theory (<http://www.countyofsb.org/auditor/auditoremployeemanual.pdf>), great communication, respect for others, improved processes, team building, workplace satisfaction, and **having fun**.

The Office of the Auditor-Controller uses web-based technology and customized tool sets to create our own in-house systems which are designed to improve business processes and accommodate the County's unique business needs. As a team, our in-house programming and systems experts have designed our own payroll, budgeting and accounting systems. The Auditor-Controller has 65 software applications generally supporting three main enterprise-wide functions that include general ledger accounting through the County's Financial Information Network (FIN), payroll accounting through the Pay+ system, and property tax accounting through the Government Revenue Management (GRM) system, and the majority of the applications have been developed by the Auditor-Controller staff. Our efforts in system design have improved services, provided measurable cost savings, improved overall efficiencies and enhanced public accountability.

#### THE JOB / THE IDEAL CANDIDATE

This position reports to IT Management and is part of our application maintenance and development team. This is a rewarding career in a stimulating and challenging work environment which offers a flexible work schedule, and the ability to work within a team focused environment that provides ongoing training opportunities.

These positions are considered advanced professional level positions with specialized knowledge in maintaining and developing accounting systems and processes. Positions at this level serve as a technical resource; work on accounting and data management projects of advanced complexity where analysis of the accounting structure or data structure requires in-depth evaluation of various factors. The Financial Systems Analyst I/II will develop some new, but mostly expand upon existing systems.

### **FINANCIAL SYSTEMS ANALYST I/II will...**

- Upgrade accounting systems, business applications and web service applications.
- Maintain a high level of security, internal controls, stability and performance of applications
- Have a strong understanding of accounting.
- Have experience with finance based applications (highly desirable) and some exposure/aptitude in application development/computer technology preferably with financial related systems.
- Demonstrate ability to organize diverse user/customer requirements into strategies and solutions.
- Have knowledge of accounting principles and experience in auditing or accounting.
- Ability to logically approach and resolve complex accounting issues.
- Have excellent communication, documentation and teamwork skills.
- Be able to manage multiple competing tasks.
- Have general knowledge and ideally the ability to operate and develop applications in a modern web based environment including the ability to write software code (i.e. .NET, C#, SQL, Access), (desirable).
- Have the desire and ability to learn new functions and touch multiple facets of programming.

### **CLASS DIFFERENCES**

- **FSA I** is the entry-level class, in which incumbents are responsible for design, modification, and implementation of smaller or less complex systems or processes.
- **FSA II** is distinguished by its responsibility for coordinating the design, modification, and implementation of large, complex systems and processes, generally as part of a team but sometimes acting alone with general supervision.

### **EMPLOYMENT STANDARDS - FSA I**

- Possession of a valid certificate as a Certified Public Accountant; and one year of professional experience as an accountant, auditor, or computer programmer analyst that included participation in the design of financial accounting systems; **or**,
- possession of a bachelor's degree in accounting, business administration, computer science, or a related field, and two years of professional experience as an accountant, auditor, or computer programmer analyst that included participation in the design of financial accounting systems; **or**,
- a combination of training, education, and experience that is equivalent to one of the employment standards listed above and that provides the required knowledge and abilities.

### **EMPLOYMENT STANDARDS - FSA II**

- Possession of a valid certificate as a Certified Public Accountant; and two years of increasingly responsible experience in the design and implementation of financial accounting system applications in a computer environment utilizing advanced database technology and independent operating platforms; **or**,
- possession of a bachelor's degree in accounting, business administration, computer science, or a related field, and three years of increasingly responsible experience in the design and implementation of financial accounting system applications in a computer environment utilizing advanced database technology and independent operating platforms; **or**,
- possession of an associate's degree in accounting, business administration, computer science, or a related field, and four years of increasingly responsible experience in the design and implementation of financial accounting system applications in a computer environment utilizing advanced database technology and independent operating platforms; **or**,

- two years of experience performing the duties equivalent to Financial Systems Analyst I with Santa Barbara County; **or**,
- a combination of training, education, and experience that is equivalent to one of the employment standards listed above and that provides the required knowledge and abilities.

#### **SALARY AND BENEFITS:**

- FSA I \$94,363 – 112,477 Annual Salary DOE/DOQ (includes \$6149 cash allowance)
- FSA II \$98,554 – 117,597 Annual Salary DOE/DOQ (includes \$6149 cash allowance)
- See application link for benefits information.

#### **SELECTION PROCESS:**

Applications will be reviewed to determine those candidates best qualified for this position. Applications will be scored and qualified applicants will be placed on the eligible list. We will have phone screens with those that score a 90 from the initial paper screen and the County will select some who were phone screened to invite to an interview. Candidates of interest selected beyond interviews will undergo a background and reference check process. Other requirements/requests may be needed for final candidates selected (e.g., need for a California Driver's License, Medical Examination, etc.).

#### **HOW TO APPLY:**

**Online Application:** The County of Santa Barbara offers a simple and convenient online application (application process should only take 15 minutes). Please apply online at <https://www.governmentjobs.com/careers/sbcounty/jobs/2330670/financial-systems-analyst-i-ii?page=3&pagetype=jobOpportunitiesJobs> and attach your resume and cover letter. ***This is an open continuous recruitment, however for first consideration, apply by February 14<sup>th</sup>, 2019.***

**Questions?** Contact your recruiter Wendi Brown at:

- [wendi@wbrowncreative.com](mailto:wendi@wbrowncreative.com), or
- 866-929-WBCP (9227)
- 541-664-0376 – Direct

*The county of Santa Barbara is an equal opportunity employer with an affirmative action plan. Requests for accommodations from disabled applicants will be considered. Women, members of minority groups, persons with disabilities and Vietnam-era veterans are encouraged to apply.*