

Osceola County Board of County Commissioners Employment Opportunity



Budget Analyst I
Office of Management and Budget
Full-Time, Exempt
Salary: \$47,320.00
Closing Date:
08/27/2017

Under general direction, the purpose of the job is to perform general routine budgeting work according to generally accepted practices, established policies and procedures, departmental guidelines, and regulatory requirements applicable to the work. Employees in this job classification function at a professional level to accomplish assigned functions according to established schedules, calendars, projects, and programs of the assigned department. Position analyzes, and implements budgets, providing for efficient distribution of limited resources based on the goals and objectives of the Board of County Commissioners. Monitors use of resources through analyses and financial forecasting.

The Budget Analyst I must have knowledge of established local, state, and federal policies, procedures and regulatory requirements applicable to the work, knowledge of generally accepted budget practices, established procedures, departmental guidelines, statutory requirements, and general knowledge of accounting principles and ability to utilize personal computers, standard office equipment and standard software applications, e.g., word processors, database software, spreadsheet applications with basic to intermediate knowledge of Excel.

Minimum Qualifications:

Education: Bachelor's Degree in Public or Business Administration, Accounting, Finance or related field.

Experience: One (1) year experience in budget, finance or accounting; some Florida public sector experience preferred; an equivalent combination of education, experience and/or training may be utilized to offset education and/or experience requirements.

Miscellaneous: Must possess and maintain a valid Florida Driver's License.

For a copy of the complete job description and to apply, visit:

<https://www.governmentjobs.com/careers/osceola>