



MONTGOMERY COUNTY VIRGINIA

EST. 1776

Business/Financial Analyst

Montgomery County, Virginia

#111302-1

Montgomery County, Virginia has an opening for **Business/Financial Analyst**. Under general supervision of the Director of Management and Budget, the candidate will perform complex analytic and technical analysis to provide County officials with pertinent data regarding various operations and functions. Customary work involves collecting and analyzing data, preparing reports, charts, graphs, tables and other informative materials for County staff, Board members and external parties. Successful candidate will have considerable initiative and independent judgment in determining validity and pertinence of data obtained during research. Conducts diverse project management in a lead or other capacity and related work of similar responsibility as required. Other essential duties and responsibilities include but are not limited to: working with Commissioner of Revenue to plan, develop and implement audit plans and conduct audits of businesses operating within the County to confirm compliance with ordinances including business personal property, meals tax and other taxes/fees; conducts research on assigned topics and prepares supporting documentation/reporting for County staff and other stakeholders; reviews and performs complex financial and statistical analysis on various records and reports; writes correspondence, reports, action plans and other documentation to staff and external parties regarding inquiries or specific requests along with supporting graphs, charts, tables or other data; must work effectively with limited or no direction on daily functions and special projects; work closely with departments to develop/analyze budgets and other financial requests and monitor progress to budgeted amounts; and similar tasks of similar levels of responsibility.

Bachelor's Degree in Accounting, Business, Finance or related field, CPA certification and minimum of five (5) years related experience required. Successful candidate must have demonstrated ability to establish & maintain effective working relationships with officials, peers/associates, related agencies and other stakeholders. Hiring range \$56,286 - \$75,000/year depending upon experience/qualifications plus excellent benefits (paid health, dental, and vision, flex spending, life, disability, retirement, onsite health clinic, and more!) Interested candidates should apply online along with resume attachment at: <http://www.montgomerycountyva.gov/hr> by **Wednesday, May 25, 2022** to be considered. To request an application accommodation for disabilities, contact Human Resources at 540.394.2007.

Montgomery County, VA is committed to the principles of diversity and, in that spirit, seeks a broad spectrum of candidates including women, minorities, persons with disabilities, and veterans. As an Equal Opportunity Employer and certified Virginia Values Veterans (V3) organization, we are dedicated to nondiscrimination in recruitment, selection, hiring, pay, promotion, retention or other personnel action affecting employees or candidates for employment. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex/gender/orientation, national origin, disability or protected veteran status.

