



Albemarle County Local Government

[Management Analyst I](#)

Management Analyst I

Department of Finance and Budget

Part-Time, 20 hours weekly

Non-Exempt, Pay Grade 12

VRS-Eligible, Benefits-Eligible

The Albemarle County Department of Finance & Budget is actively recruiting a Management Analyst I to join our team. The successful Management Analyst I will rotate through multiple offices throughout the year to support seasonal workload peaks and to identify potential areas for process improvements for the related seasonal work.

Experience is not required in a particular Finance role, as training will be provided on the job. The part-time, permanent position, will support tax administration, procurement and other offices within the Department of Finance and Budget, as needed.

Incumbent is assigned specific program(s) or project responsibility; work is performed under the general supervision of department management; work involves responsibility to research, collect data, analyze, and process information; assignments involve administrative, operational and organizational development activities; process improvement related work as required.

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