

FINANCIAL ANALYST

PURPOSE AND NATURE OF WORK

Positions in this class perform advanced financial and accounting work. Positions are responsible for developing, monitoring and reporting on financial indicators; evaluating operation costs; forecasting cash flow requirements and assessing the impact of these on Consolidated Government finances. Depending on area of assignment, work is performed under the direction of the Controller, the Customer Support Services Manager or Communications Support Services Administrator and includes no supervisory responsibilities.

ILLUSTRATIVE EXAMPLES OF WORK (Note: These examples are intended only to illustrate the various types of work performed by incumbents in this class. All of the duties performed by any one incumbent may not be listed, nor does any incumbent necessarily perform all of these duties.)

Analyzes monthly financial statements prepared by the Accounting division, develops indicators, and evaluates operations by comparison of results with budget projections and performance indicators. Forecasts and monitors cash flow requirements on a monthly basis. Coordinates annual budget process and its semi-annual amendments. Compiles cost data, interprets data and reports on costs. Evaluates effects of, and projects, payments made in lieu of taxes to the municipality. Assists in preparation of revenue and cash forecasts, cost projections, and in the analysis of rates.

Prepares financial analyses, revenue and expense projections, and reports on these in response to management requests for analyses of impact of proposed programs under alternative conditions. Prepares statistical and graphical presentations for bond issues or any proposed changes or projects, as needed.

Performs related work as required.

NECESSARY KNOWLEDGE, ABILITIES, AND SKILLS

Considerable knowledge of methods of financial analyses, projections and interpretation of accounting or financial reports.

Considerable knowledge of public and government accounting systems and standards.

Knowledge of forecasting methods.

Knowledge of rate-setting methods.

Ability to understand and interpret databases and spreadsheets.

DESIRABLE TRAINING AND EXPERIENCE

Bachelor's degree in accounting or related field and experience (depending on area of assignment) in utility accounting as prescribed by the Federal Energy Regulatory Commission, or in governmental budgeting, finance and accounting; or any equivalent combination of training and experience.