



Department of Housing and Community Development

February 1, 2011

NOTIFICATION OF VACANCY

**SENIOR PUBLIC FINANCE ANALYST
(Policy Planning Specialist III)**

POSITION #00314

LOCATION:

**DHCD
600 E. MAIN ST. STE 300
RICHMOND, VA 23219**

HIRING RANGE:

\$60,000 - \$75,000 Annually

DUTIES AND RESPONSIBILITIES:

The Virginia Department of Housing and Community Development (DHCD) is seeking a Senior Public Finance Analyst to provide technical support to the Commission on Local Government (CLG) and the agency using policy and statistical analysis, report-writing, and advanced research techniques. Duties: Refines and adapts the Representative Tax System methodology in order to annually compute revenue capacity per capita, revenue effort, and composite fiscal stress index scores for Virginia's counties and cities. Develops comparative analyses of local fiscal condition in Virginia based on such methodology. Develops research designs and conducts research and analysis pertaining to agency functions as well as to other fiscal attributes of Virginia's localities (i.e., local-source revenue and local operating and capital expenditures). Provides technical assistance on measurement of local fiscal stress and related fiscal attributes. Conducts in-depth public finance analysis as required by the CLG during its review of interlocal and governmental transition issues in order to evaluate the fiscal implications of proposals under consideration and to formulate findings and recommendations relating to local fiscal condition and capacity. Collects appropriate data from local governments and other governmental data sources in order to assess the fiscal impact of proposed legislation as well as that of existing mandates imposed on local governments. May be required to perform other duties as assigned.

QUALIFICATIONS GUIDE:

Extensive knowledge of governmental operations with strong emphasis on public finance. Knowledge of fiscal and economic data and their sources. Knowledge of and ability to conduct sophisticated quantitative analyses requiring advanced statistical procedures. Demonstrated ability to design and conduct sophisticated quantitative research; to write and debug computer programs; to perform computerized data tabulations and analyses; and to communicate findings of sophisticated research to legislators, state decision-makers, and the general public. Graduation of an accredited college or university with a degree in public finance, economics or related field or equivalent combination of training and experience. An advanced degree is preferred. Extensive experience in quantitative analysis of public finance and economic issues.

TO BE CONSIDERED FOR THIS POSITION, YOU MUST COMPLETE A STATE APPLICATION THROUGH THE ON-LINE EMPLOYMENT SYSTEM <https://jobs.agencies.virginia.gov> THIS POSITION IS OPEN UNTIL FILLED.

For additional information please contact our Human Resource Office at (804) 371-7000

An Equal Opportunity Employer

Women, minorities, veterans and people with disabilities are encouraged to apply. Requests for reasonable accommodations will be provided to applicants in order to provide access to the application and/or interview process.