

TEXAS COMMISSION ON ENVIRONMENTAL QUALITY

Email applications to: jobs@tceq.texas.gov

TCEQ: www.tceq.texas.gov



www.takecareoftexas.org

State Title: Financial Analyst I
Functional Title:
Job Posting: 18213 (Re-Opened)
Monthly Salary: \$3763.16
Salary Group: B20
Posting Date: 06/29/2018
Close Date: 07/18/2018
Section/Division: Districts Section/Water Supply Division
Work Location: 12100 Park 35 Circle, Austin, TX 78753
Openings: One
Position #(s): 7800

Applicants who previously applied will still be considered and do not have to re-apply

Job Description:

Reviews water district bond applications and provides assistance in compliance and administrative matters concerning water districts for the Texas Commission on Environmental Quality (TCEQ). Conducts financial analyses of water district bond applications, and makes recommendations using professional judgment and criteria established for compliance with Commission rules. Calculates the financial impact to local governments, supported by schedules and written reports, to determine the feasibility of projects. Assesses district financial matters. Interacts with local and/or state agencies, engineers, financial advisors, attorneys, board members, and district directors to exchange information for timely processing of financial documentation of public water systems. Assists with review and analysis of business plans and/or financial and managerial information for public water systems submitted for review; and prepares comprehensive reports of findings. Writes technical reports on major and minor water district applications as required by Statute for use by Commission and the public. Assists with maintaining standard operating procedures, training manuals, and districts tracking database. Assists with bill review and bill impact assessment statements related to the water districts section during the legislative session.

Military Occupational Specialty (MOS) Codes:

36A, 70C, LS, 310X-SC, 651X-LDO, 751X-CWO, 020, 30, 31, 32, F&S, FIN10, 3402, 3404, 3408, 6FOX1, 65AX. and 65FX.

Minimum Qualifications:

A bachelor's degree from an accredited college or university with a major in accounting, finance, economics, business, public administration, or a related field (COPY OF OFFICIAL TRANSCRIPT REQUIRED WITH APPLICATION), plus six months of

full-time experience in lending, credit analysis, financial analysis, budget analysis, or financial regulatory work. Completion of an internship in the areas listed may substitute for the required experience.

OR Certification as a public accountant (CPA).

Preferred Requirements:

Experience reviewing and/or creating business plans and/or financial audit reports.

Special Requirements:

Moving up to 15 pounds of boxed files/roll plans.

Traveling up to 10% of the time.

The agency will review the applicant's driving history in connection with the use of a vehicle in the performance of the job.

Condition of Employment:

TCEQ will verify Selective Service registration for males born on or after January 1, 1960. If exempt from Selective Service registration selected candidate must provide proof of exemption on first day of employment. Offers of employment are contingent on the candidate having legal authorization to work for the TCEQ. TCEQ will conduct a criminal history records search on candidates selected for posted vacancies. Only applicants who are interviewed will receive written non-selection notification.

To Apply:

Email a State of Texas application to jobs@tceq.texas.gov; or mail to TCEQ Human Resources & Staff Services, P.O. Box 13087, MC-116 Austin, TX 78711-3087; or submit in person, at 12100 Park 35 Circle, Bldg. A, Austin, Texas 78753 by the close date. An electronically signed copy is acceptable.

In compliance with ADA, if you need any special accommodations during the employment process, please contact HRSS for assistance at (512) 239-0102.

Texas Commission on Environmental Quality is an Equal Opportunity Employer