



GOLDER RANCH FIRE DISTRICT

www.grfdaz.gov

JOB ANNOUNCEMENT

Budget Analyst

Starting Annual Salary \$60,365.16

Plus Excellent Benefits Package

Position: Budget Analyst	FLSA: Exempt
Reports To: Finance Director	Status: Full-Time
Supervises: None	Safety Sensitive: Yes

Primary Function:

Responsible for assisting in the development and maintenance of the Districts operating and capital budgets, providing a high level of financial support in the form of analysis and reporting. Assists with the grant application process and the management of awarded grants.

Minimum Qualifications:

- Bachelors Degree in Accounting, Finance, or related field from an accredited college or university recognized by the U.S. Department of Education **AND**
Two (2) years of full-time experience in budget, audit, financial reporting, or general accounting work.
OR
- A minimum of six years of combined experience in relevant education and related professional work that would provide the necessary skills and expertise to be successful in this position. (*NOTE: Must be able to obtain a bachelors degree of job relevance within four (4) years of employment*).
- Must possess and maintain a valid Arizona Drivers License with an acceptable driving record.

Preferred Qualifications:

- Governmental accounting and/or audit experience.

Safety Sensitive: This job is designated by GRFD as a safety-sensitive position because it includes tasks or duties that GRFD, in good faith, believes could affect the safety or health of the employee performing the task or others (ARS 23-493). An applicant or incumbent may be disqualified, disciplined, or terminated, if they are determined to be positive for marijuana or its metabolites, regardless of cardholder status.

Apply by clicking [HERE](#)

First screening of applications: Monday, August 8, 2022
Open Until Filled

Selection process may consist of: Application screening, skills assessment, credibility assessment, and interview(s). The pre-employment process for the successful candidate may include but is not limited to background checks (i.e. driving record, criminal history, etc.), physical examination, drug screen, and reference checks.

Candidate Notification: *All candidate notifications will be completed by email. Please ensure you have entered your email address correctly before submitting your application. In case we need to reach you by phone, please ensure your voicemail is set-up and not full.*

Benefits for this position include: Medical, Dental, Vision, and Life Insurances, Employee Assistance Program (EAP), Paid Time Off (PTO), 12 Paid Holidays annually, Arizona State Retirement System (ASRS), the opportunity to participate in self-funded 457 Plans and a variety of supplemental insurance plans.

Preference Points defined: The District will apply civil service preference points for veterans pursuant to ARS §38-492.

Reasonable Accommodation Request: Applicants with disabilities requiring reasonable accommodation for this process must contact Human Resources at (520) 825-9001 option 6, no later than 5:00 pm, Thursday, August 4, 2022.

Golder Ranch Fire District is a Drug and Tobacco-Free Workplace, and an Equal Opportunity Employer

"Proudly serving the communities of Oro Valley, Catalina and SaddleBrooke"

3885 E. Golder Ranch Drive Tucson, AZ 85739 (520) 825-9001