

### Class Concept

A position in this class coordinates, reviews, evaluates, and audits for compliance, accuracy, and accountability of financial programs and business operations in the State. This position will assist in determining the financial condition and compliance of a work unit or governmental operating unit with governmental accounting standards, North Carolina general statutes and best practices in government finance in order to allow the agency to fulfill its respective statutory functions and responsibilities. This position ensures adherence to policies and standards by providing technical counsel to internal and external parties, as needed, regarding procedures, statutory requirements and filings, liability assessments, contracts, invoices, plans, reports and/or bids to ensure that these items maintain compliance with all applicable local, state and federal statutes, sound regulatory practices and procedures, generally accepted accounting principles and standards. Work is performed under the general supervision of a Financial Manager or other agency or division representative.

### Recruitment Standards

#### Knowledge, Skills, and Abilities

- Considerable knowledge of the general principles of financial management, investment capital risk analysis, debt management, and generally accepted accounting principles and/or investment practices.
- Considerable knowledge to analyze business and/or program issues and consult with management or business entities as needed.
- Considerable knowledge of organizational goals and how best to achieve them.
- Considerable knowledge of current federal, state and local government programs.
- Considerable knowledge of technical and administrative rules and regulations in the subject area.
- Considerable knowledge of the technical information required to effectively perform job responsibilities.
- Communication skills to relay industry information regarding current issues and to present findings in such situations.
- Information Analysis and Decision Making skills to prepare and analyze financial information involving existing issues pertaining to the subject area and to present it in oral and/or written form.
- Problem-solving skills to interpret compliance and report to management the findings.
- Project Management skills to work as a team to develop new processes and procedures based upon changes in laws and regulations or industry practices.
- Ability to provide appropriate documentation to support conclusions.
- Ability to initiate and maintain relationships with industry representatives, co-workers and others.
- Ability to organize and format reports to comply with applicable guidelines.
- Ability to review and document compliance with laws and regulations.

#### Minimum Education and Experience

Bachelor's degree in accounting, banking, finance, business administration, economics, or related discipline from an accredited institution and 1 year of directly related experience or an equivalent combination of education and experience