



Senior Management Analyst

\$8,262.00 - \$9,989.00 Monthly

(In addition to great benefits)

The City of Berkeley has an exciting opportunity for a Senior Management Analyst. The Senior Management Analyst position is located in multiple City Departments and is responsible for performing complex administrative, systems, statistical budget development and other management analyses in support of activities and functions in a major department or division or on a program management basis. Incumbents in this position make recommendations for action and assist in policy, procedure and budget development and management and may be assigned to supervise the work of professional, paraprofessional and office support or other technical staff.

The City is currently accepting applications for this classification. There is a current vacancy in the *City Manager's Office overseeing the Neighborhood Services 20/20 Vision project*. Candidates who apply by the final filing date and pass the examination will have their names placed on an employment list that will be used by multiple City Departments to fill career full-time and or temporary positions in the next 12 months.

Requirements:

Education:

Equivalent to graduation from a four-year college, preferably with major coursework in business, public administration, economics, accounting or a closely related field.

AND

Experience:

Four (4) years of progressively responsible full-time, professional experience in public administration, management, or business involving budget and fiscal accounting control. A master's degree in public administration, financial management or accounting is highly desirable and may be substituted for one (1) year of the professional-technical experience. Some positions may require successful completion of college-level accounting courses such as budgetary, managerial and government accounting.

Must be able to travel to various locations within and outside the City of Berkeley to meet program needs and to fulfill the job responsibilities. When driving on City business, maintenance of a valid California driver's license and satisfactory driving record is required.

To apply and for more information about this opening, please visit our website at <http://agency.governmentjobs.com/berkeley>, no later than Monday, October 16, 2017 at 5:00 PM (PST).