

EMPLOYMENT OPPORTUNITY BULLETIN



STATE OF CALIFORNIA DEPARTMENT OF FINANCE

915 L STREET, SACRAMENTO, CA 95814
www.dof.ca.gov

• AN EQUAL OPPORTUNITY EMPLOYER • COMMITTED TO A DRUG-FREE STATE WORKPLACE •

Are you looking for a position in a fast-paced, high-energy prestigious organization with great potential for personal development and career advancement? Would you find working with top management in State Government and the State Legislature exciting and rewarding? If so, the Department of Finance offers a broad range of professional career paths in such areas as auditing and program evaluation; accounting and fiscal systems; budget preparation, enactment and administration; information technology consulting and information services; demographic, financial and economic research, and general administration.

Look no further, apply today!

Financial and Performance Evaluator (FPE) I

(Permanent/Full-Time) (CBID E97)

Department of Finance positions are excluded from collective bargaining.

SALARY RANGE:

FPE I: Range A: \$4,494
Range B: \$5,661

BENEFITS

Finance employees are excluded from collective bargaining and are eligible to receive the following enhanced benefits:

- Enhanced medical, dental, and disability benefits
- Employer paid Life Insurance
- Additional hour of Vacation/Annual Leave
- Excluded employees are not subject to State Disability Insurance payroll withholding

For more details about employee benefits, visit the Department of Finance's website [here](#).

FINAL FILING DATE:

February 23, 2018

Submit standard state application (Std. 678) and resume. Current civil service classification titles, not working titles, must be indicated. Clearly indicate the names, titles, organizations, and dates with a concise explanation of the most important duties performed. Resumes should describe education and/or experience relevant to the classification for which application is made.

POSITION DESCRIPTIONS:

The FPE I is the entry and first working level in the series. Under supervision, incumbents assist in the planning, data gathering, analytical and consultative duties associated with most assignments. Incumbents conclude and report as to the adequacy, completeness, and accuracy of data and/or other work products. Incumbents may also independently perform smaller or less complex assignments and/or assist in the completion of a segment of a larger or more complex assignment.

EDUCATION AND EXPERIENCE:

Applicants must meet the experience/education requirements of the classification. Your signature on the application indicates that you have read, understood, and possess the qualifications required.

DESIRABLE QUALIFICATIONS:

- Possess strong analytical skills
- Be able to act independently
- Effectively communicate; both verbally and in writing
- Ability to work in a team environment with a positive and professional demeanor
- Be open-minded, flexible, tactful, reliable, and dependable
- Ability to learn and use electronic working paper software
- Willingness to travel to worksite away from headquarters overnight or multiple day trips on a continuous basis

QUESTIONS ABOUT THE JOB:

Jennifer Whitaker
Department of Finance
(916) 322-2985
E-mail: Jennifer.whitaker@dof.ca.gov

SEND APPLICATION TO:

Department of Finance
Human Resources Office
915 L Street, Suite 1235
Sacramento, CA 95814

ADDITIONAL APPLICATION INFORMATION:

Electronic applications through your CalCareer account are highly recommended. If you are unable to apply electronically through your CalCareer account, please mail or drop off a hard copy of your application packet to the above address. You can access the Job Control at: [CA Jobs](#).

You may obtain an official state application (STD 678) on the CalHR website at: <https://jobs.ca.gov/pdf/std678.pdfh>

WHO MAY APPLY:

Individuals who are currently in the classification, eligible for lateral transfer, eligible for reinstatement, eligible for a Training and Development assignment, have SROA and/or Surplus eligibility, or have list eligibility (or are in the process of obtaining list eligibility). SROA and Surplus candidates may attach "surplus letters" to their applications. Applicants must meet the Minimum Qualifications stated in the Classification Specification(s). Please visit the California Department of Human Resources (CalHR) website:

<http://www.calhr.ca.gov/state-hr-professionals/Pages/job-descriptions.aspx>

Applications will be screened and hiring interviews of only the most qualified may be scheduled.

Additional hires may be made from this bulletin if additional positions become available.