



WASHINGTON STATE SENATE COMMITTEE SERVICES POSITION ANNOUNCEMENT

*Fiscal Analyst to the
Senate Ways and Means Committee*

A challenging employment opportunity is available in the Washington State Senate office of Senate Committee Services as a Fiscal Analyst to the Senate Ways and Means Committee. This is a non-partisan, full time position with budget assignments that will include agencies dealing with human services and general government issues.

DUTIES AND RESPONSIBILITIES:

The non-partisan Fiscal Analyst position reviews and evaluates operating and capital budget requests submitted by state agencies; makes budget policy recommendations to the members of the Senate based on analysis of state agency and executive budget proposals; analyzes legislation with fiscal impacts and follows progress of bills through the legislative process; testifies on legislation and other budgetary matters to the Committee; monitors and evaluates budget implementation of individual agencies; responds to inquiries on pertinent budget and fiscal issues. This position is exempt from civil service.

DESIRABLE QUALIFICATIONS AND ABILITIES:

- A Bachelor's degree (Master's degree preferred) in public administration, business administration, political science, economics, or closely related field.
- Demonstrated analytical and organizational skills.
- Excellent written and oral communication abilities.
- Proficient skills in computer applications, including spreadsheets and word processing software.
- Experience in legislative or public sector budgeting and finance.
- Substantive knowledge of social services is desired but not required.

SALARY AND BENEFITS:

- Salary depending on qualifications.
- Vacation and sick leave, health, life, disability and other optional insurance; retirement, social security and military leave.

APPLICATION PROCEDURES:

Interested applicants should submit: (1) a letter of interest describing specific qualifications for the position; (2) a current resume detailing experience and education; and (3) a list of three references with current telephone numbers to:

Maria Hovde, Committee Assistant
Senate Ways & Means Committee
P.O. Box 40482
Olympia, Washington 98504-0482

Applications should be submitted as soon as possible; interviewing and selection will begin immediately and continue until the position is filled. **Applications should be submitted no later than August 31, 2005.**

For more information, contact Maria Hovde at (360) 786-7715.

The Washington State Senate is an equal opportunity employer.