

FINANCE CONSULTANT/ANALYST

Company Profile

Larsen Wurzel & Associates, Inc. (LWA) is a Sacramento based independent public finance and engineering management consulting firm providing services to municipal entities. LWA helps local agencies successfully implement large public infrastructure projects by providing financial, engineering, and management support services.

Position Description

LWA currently has an opportunity for a full time Finance Consultant/Analyst position. The position will;

- Support the financial management activities of multiple prominent flood control agencies, reclamation districts, agricultural water supply agencies and cities.
- Support the development of local funding sources such as assessment districts, special taxing districts and fee programs to leverage State and federal funding.
- Provide general project administrative assistance as required to support financial management activities. This includes financial reporting, analysis, ad hoc reporting, budgeting and forecasting, tracking costs on a monthly and quarterly basis, and assisting with the preparation of quarterly reports.

This is a challenging position with significant professional development opportunity where an individual will experience first-hand the dynamic relationship between infrastructure, public policy and economics.

Primary Responsibilities

- Perform data analysis and financial modeling.
- Maintain complex MS Excel cash flow spreadsheet models.
- Research and assist in the preparation, analysis, and administration of budgets.
- Assist in the preparation of grant applications and the monitoring and administering of existing programs.

Qualifications

The successful candidate will demonstrate excellent communication skills, a high level of motivation, exceptional organization skills and attention to detail. In addition, the successful candidate will possess the combination of education and experience to afford them the knowledge and ability identified below.

Knowledge of:

- Microsoft Office (advanced skill with Excel required, Access experience desired)
- Project/client management skills
- Basic accounting principles.
- Grant application processes and proposal preparation experience is desirable.

Ability to:

- Communicate effectively both in writing and verbally.
- Confer with engineers, lawyers, developers, other consultants, agencies and the general public to acquire and disseminate information and coordinate activities.
- Analyze and interpret data while applying a high degree of independent judgment.

- Ability to adapt quickly and learn new tasks independently.
- Must be able to work well under tight deadlines and manage multiple priorities.
- Analyze and compile technical information and prepare clear and concise technical reports.
- Format, produce and distribute finished reports.
- Use discretion with confidential materials and information.

Education and Experience:

- Bachelor's degree in Business, Finance or related field.
- Working towards a Master's degree in Business, Economics, Planning, Public Policy or related field.
- Prior consulting experience preferred, but not required.
- One-year of experience in either the public finance or other finance field is preferred, specifically candidates with experience working with local governments and agencies in California. However, candidates from all study areas are encouraged to apply.

Additional Information:

Salary/Benefits: We offer a competitive salary and benefits package commensurate with experience. For a summary of benefits visit our website, <http://www.larsenwurzel.com/careers/>

To Apply:

Send resume and cover letter to:
employment@larsenwurzel.com