

## CLASSIFICATION SPECIFICATION

<b>FLSA:</b>	<b>EXP</b>	<b>Job Code:</b>	<b>ACV76186</b>
<b>Job Class Code:</b>	<b>001</b>	<b>Salary Schedule:</b>	<b>AREG</b>
<b>EEO Category:</b>	<b>02</b>	<b>Grade:</b>	<b>21</b>
<b>Workers Comp Code:</b>	<b>8803</b>		

<b>Job Code Established:</b>	<b>06/15/82</b>	<b>Effective Date:</b>	
<b>Job Code Revised:</b>		<b>Effective Date:</b>	

**JOB CODE SERIES:** Auditing and Accounting Series

**JOB CODE TITLE:** FINANCIAL CONSULTANT II

**HRIS TITLE:** FINL CONS II

**CHARACTERISTICS OF THE CLASS:** Under general supervision, is responsible for work of considerable difficulty providing statewide consulting services, planning financial management improvement projects, and supervising professionals reviewing, evaluating and recommending improvements in existing systems and practices; and performs related work as required.

The Financial Consultant II is the skilled consultant working with considerable independence on difficult assignments and serving as a team project manager responsible for planning projects, supervising the work of professional consultants, and developing final recommendations for the improvement of complex systems.

**EXAMPLES OF DUTIES:** Studies accounts, reports, procedural instructions, and/or legislative material appropriate to areas of assignment; analyzes and evaluates financial management systems and practices; defines the nature and scope of accounting problems and plans systems projects and internal audits; reviews, analyzes and evaluates existing accounting practices to design or recommend revision of the entire accounting systems for State agencies of varying sizes; tests new systems, segments of systems, or related procedures; drafts recommended instructions, procedures, and/or manuals to implement the proposed system or to correct deficiencies in the accounting system; advises management on accounting problems, on the effects of the accounting changes, and on measures proposed to revise program plans or current practices or to improve financial management; negotiates with management for the approval of proposals and recommendations; follows up on new systems or procedures to ensure that the desired objectives are being met.

### **KNOWLEDGE, ABILITIES AND SKILLS:**

**Knowledge of:** accounting principles, professional auditing standards and procedures, and systems accounting; the use and capabilities of electronic data processing equipment; the principles of management and supervision.

**Skill/Ability to:** plan evaluation and improvement projects and develop solutions to complex systems problems; supervise; present ideas effectively, both orally and in writing; establish and maintain good working relationships with administrators and managers.