

FINANCIAL ANALYST - GRANTS

Recruitment #22-126-0003

Date Opened 7/1/2021 08:00:00 AM

Closing Date Open until filled

Salary Range \$62,207.51-\$108,863.14

Department DEPARTMENT OF FINANCE AND BUDGET

Job Type Open and Competitive

Full/Part-Time Full-Time

Benefits Full Benefits

Reg/Temp Regular

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Job Description

Loudoun County's Department of Finance and Budget, Accounting Division, is seeking a detail-oriented Grants Accountant with strong analytical skills who thrives in a fast-paced work environment to fill a full-time regular Grant Financial Analyst position at our County Government Center office in Leesburg, VA.

This position is responsible for grant administration to include examining new grant awards and condition letters from grantors to identify funding sources and requirements, creating, and managing grant projects and awards in Oracle, providing accounting advice and training to department grant managers while ensuring compliance with County fiscal policy, governmental accounting principles and Federal and State guidelines. Candidate will review, interpret, and implement federal and state regulations and rules such as ones included in the Uniform Guidance, a government-wide framework for grants management outlining uniform administrative requirements, cost principles, and audit requirements specifically for federal awards. This position will also assist with reconciling the County intergovernmental revenue to the quarterly state disbursement report from the Auditor of Public Accounts of Virginia as well as assist in the preparation of the Schedule of Expenditures of Federal Awards (SEFA).

This position will also be responsible for preparing Federal and State regulated reports for Funds and Grants programs such as the Coronavirus State and Local Fiscal Recovery Funds (CSFRF/CLFRF/) Program under the American Rescue Plan Act in compliance with the reporting requirements established by the Federal and State government for the specified program. Additional responsibilities include providing support for ad-hoc

projects and analysis, preparing journal entries and reconciliations, researching, and preparing work papers and analysis to support the completion of the Annual Comprehensive Financial Report and contributing to other department areas as needed or assigned.

HIRING RANGE: \$62,207.51-\$85,535.32

Salary commensurate with experience

Job Requirements

Position requires any combination of education and experience equivalent to a Bachelor's degree in accounting or related field and a minimum of three (3) years of direct work experience in grant accounting and management. Experience working with a major ERP system such as Oracle, Deltek or SAP is preferred.

Post Conditional Offer Contingencies

Employment is contingent upon successful completion of a credit and criminal background check.

Click on a link below to apply for this position:

**Fill out the Application
NOW using the Internet.**

If you have questions about how to apply online, you may contact us by phone at (703) 777-0213 or email us at HR@loudoun.gov. EOE.

Loudoun County Government

P.O. Box 7000, Leesburg, VA 20177

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