

## **Announcement of Job Opening**

### **Position of Legislative Fiscal Analyst to the Utah State Legislature**

Please send your resume and cover letter to :

Greta Rodebush  
Office of Legislative Fiscal Analyst  
W310 House Building  
State Capitol Complex  
Salt Lake City, Utah 84114

or you email your resume and cover letter to:

[grodebush@utah.gov](mailto:grodebush@utah.gov)

Resumes will be accepted now through June 8, 2007

For questions related to the position of Legislative Fiscal Analyst contact:

John E. Massey, Director  
Office of the Legislative Fiscal Analyst  
W 310 House Building  
State Capitol Complex  
Salt Lake City, Utah 84114

Phone number: 801 538 1034

Email address: [jmassey@utah.gov](mailto:jmassey@utah.gov)

<b>STATE OF UTAH OFFICE OF THE LEGISLATIVE FISCAL ANALYST</b>
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## **JOB DESCRIPTION**

**Job Title:** Legislative Fiscal Analyst

**Compensation Range:** \$59,592 to \$141,232

**Position Summary:** The Utah Code section 36-12-13, established the Office of Legislative Fiscal Analyst as a permanent staff office for the Legislature. The office is to provide support in matters related to state revenues and expenditures. The powers, functions, and duties of the Office of Legislative Fiscal Analyst are performed under the supervision of the Fiscal Analyst.

### **Position Responsibilities**

- Analyze in detail the executive budget before the convening of each legislative session and make recommendations to the Legislature on each item or program appearing in the executive budget.
- Report instances in which the administration may be failing to carry out the expressed intent of the Legislature.
- Prepare cost and revenue estimates on all proposed bills, showing any fiscal impact to state and local governments, businesses, and individual citizens.
- Develop revenue estimates to be used by the Legislature for budgetary planning.
- Propose and analyze statutory changes for more effective operational administration.
- Prepare an annual appropriations report showing the effects of final legislative programs on the financial condition of the state.
- Conduct organizational and management improvement studies.
- Appoint and develop a professional staff.
- Staff the Executive Appropriations Committee as well as provide staff to all Appropriations Subcommittees.
- Provide all necessary fiscal information, analyses, and advice to enable the Legislature to carry out its responsibilities.
- Work closely and cooperatively with members and staff from both legislative bodies and of different political parties.

### **Position Qualifications**

The Legislative Fiscal Analyst is required to have a master's degree in public administration, political science, economics, accounting or the equivalent in academic or practical experience.