

Fiscal Analyst 5



ABOUT WSIB:

The Washington State Investment Board invests and manages entrusted funds in a manner consistent with statute, regulations, Board policies, and the highest standard of professional conduct for the exclusive benefit of the fund beneficiaries.

Why work at WSIB?

We are a small state agency, employing 80 people in the areas of investments, information services, accounting and finance, and office/clerical support. We also employ management and supervisory professionals. Our environment is dynamic, professional, and technologically savvy.

We are located in Olympia, on the southernmost tip of Puget Sound. Olympians enjoy a quality of life enhanced by natural beauty and a mild year-round climate that promotes outdoor activities such as skiing, sailing, fishing, hiking, kayaking, and mountain climbing. Its close proximity to Seattle provides a variety of cultural and culinary experiences, while its residents enjoy a lower cost of living. Within a two-hour drive from Olympia are the Pacific Ocean, the Cascade and Olympic Mountains, and Seattle.

POSITION: Fiscal Analyst 5
SALARY: \$47,016 - \$61,632 annually (DOQ)
LOCATION: Olympia, Washington
OPENS: June 8, 2009
CLOSES: Open until position is filled.

The Washington State Investment Board (WSIB) is seeking candidates to fill a Fiscal Analyst 5 vacancy in the Investment Accounting unit. The incumbent will assist the Investment Accounting Controller in developing and monitoring policies and procedures for private equity and real estate valuations consistent with FAS 157 and AICPA audit guidelines.

ESSENTIAL ACTIVITIES:

- ❖ Initiate quarterly review and reconciliation of all General Partner financial statements.
- ❖ Monitor and provide oversight of General Partner valuation policies and verification of compliance with FAS 157 and industry standards.
- ❖ Conduct a review of General Partner financials to identify potential areas of risk.
- ❖ Provide analysis and documentation of potential issues impacting the General Partner supplied values.
- ❖ Provide back-up to the Investment Accounting Controller.

DESIRED QUALIFICATIONS:

- ❖ Strong academic credentials with a degree in Accounting, Finance, or allied field, and three years of progressively responsible accounting experience auditing and preparing financial statements in accordance with Generally Accepted Accounting Principles. Experience preparing or analyzing private equity or real estate partnership financial statements; and experience in a public pension environment is a plus.
- ❖ Proficient in the use of Microsoft office products to include Excel.
- ❖ Experience with organizational and planning skills, excellent interpersonal communication skills; written skills; and oral presentation skills.
- ❖ Strong financial analysis and reporting capabilities, with direct experience reviewing and reconciling financial statements.
- ❖ Working knowledge of and experience with FAS 157 and AICPA audit guidelines.

EXPECTED COMPETENCIES:

- ❖ Integrity: Is honest and ethical.
- ❖ Communication: ability to communicate ideas effectively and be influential interpersonally and in writing, including presentations and reports.
- ❖ Analytical skills: rigor, understanding all aspects of work, problem solving, and sound judgment.
- ❖ Intellectual curiosity: creative and innovative thinking, initiative, risk taking, and empowerment.

WSIB OFFERS:

- ❖ Opportunity to earn performance based recognition: up to 5 additional days of vacation leave each year.
- ❖ Opportunities for training, growth, and advancement;
- ❖ Tuition reimbursement;
- ❖ A comprehensive benefits package;
- ❖ Membership in the Public Employees' Retirement System; and
- ❖ Opportunities to participate in the Deferred Compensation and Dependent Care Assistance Programs.

- ❖ Support the positive agency culture: passion about work, teamwork and collaboration, respect, trust, diversity, professionalism, adaptability, and compassion.

EMPLOYEE BENEFITS:

The State of Washington offers a comprehensive benefits package, including health, dental, life and long-term disability insurance; vacation, sick, military and civil leave; 11 paid holidays per year; a state retirement plan; and optional credit unions, savings bonds, and a Deferred Compensation Program.

SPECIAL NOTE:

A criminal history records check to include fingerprinting and credit check is required for all finalists. Background investigations are part of the pre-employment selection process and are not a commitment to employment.

TO BE CONSIDERED FOR THIS POSITION, PLEASE SUBMIT:

- ❖ A cover letter specifying how you meet each of the desirable qualifications and desired competencies listed above (no more than two pages).
- ❖ A current chronological resume.
- ❖ A completed State of Washington employment application.
- ❖ A list of at least three professional references to include current telephone numbers.

You may submit materials by email, fax, or postal service to: Washington State Investment Board, Attention Human Resources, 2100 Evergreen Park Drive SW, PO Box 40916, Olympia, WA 98504-0916. Please send emails to hr@sib.wa.gov

Please note: Application materials will be screened for the purpose of determining who will be selected for an interview. It will be to the candidate's advantage to submit their packet as soon as possible. This job announcement will close when the position is filled.

The Washington State Investment Board is an equal opportunity employer. Women, racial and ethnic minorities, persons of disability, persons over 40 years of age, and disabled and Vietnam era veterans are encouraged to apply. Persons of disability needing assistance in the application process, or those needing this announcement in an alternative format, please contact Shelley Hager, Acting Human Resources Director at (360) 956-4732 or fax (360) 956-4787, or via email to shager@sib.wa.gov