

Financial Analysis Supervisor 2 (7123U), Space Sciences
Laboratory - 70220
University of California, Berkeley

Direct Link: <https://www.AcademicKeys.com/r?job=238681>

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Posted Jul. 23, 2024, set to expire Nov. 3, 2024

Job Title	Financial Analysis Supervisor 2 (7123U), Space Sciences Laboratory - 70220
Department	Space Sciences Laboratory
Institution	University of California, Berkeley Berkeley, California
Date Posted	Jul. 23, 2024
Application Deadline	Open until filled
Position Start Date	Available immediately
Job Categories	Professional Staff
Academic Field(s)	Fiscal Services Finance/Investment Management
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Job Description

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Financial Analysis Supervisor 2 (7123U), Space Sciences Laboratory - 70220

About Berkeley

At the University of California, Berkeley, we are committed to creating a community that fosters equity of experience and opportunity, and ensures that students, faculty, and staff of all backgrounds feel safe, welcome and included. Our culture of openness, freedom and belonging make it a special place for students, faculty and staff.

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The University of California, Berkeley, is one of the world's leading institutions of higher education, distinguished by its combination of internationally recognized academic and research excellence; the transformative opportunity it provides to a large and diverse student body; its public mission and commitment to equity and social justice; and its roots in the California experience, animated by such values as innovation, questioning the status quo, and respect for the environment and nature. Since its founding in 1868, Berkeley has fueled a perpetual renaissance, generating unparalleled intellectual, economic and social value in California, the United States and the world.

We are looking for equity-minded applicants who represent the full diversity of California and who demonstrate a sensitivity to and understanding of the diverse academic, socioeconomic, cultural, disability, gender identity, sexual orientation, and ethnic backgrounds present in our community. When you join the team at Berkeley, you can expect to be part of an inclusive, innovative and equity-focused community that approaches higher education as a matter of social justice that requires broad collaboration among faculty, staff, students and community partners. In deciding whether to apply for a position at Berkeley, you are strongly encouraged to consider whether your values align with our [Guiding Values and Principles](#), our [Principles of Community](#), and our [Strategic Plan](#).

At UC Berkeley, we believe that learning is a fundamental part of working, and our goal is for everyone on the Berkeley campus to feel supported and equipped to realize their full potential. We actively support this by providing all of our staff employees with at least 80 hours (10 days) of paid time per year to engage in professional development activities. To find out more about how you can grow your career at UC Berkeley, visit grow.berkeley.edu.

Departmental Overview

The Space Sciences Laboratory (SSL) is an Organized Research Unit (ORU) of the Berkeley campus reporting to the Vice Chancellor for Research. SSL's primary goal is to foster research in space-related sciences and to provide education for the next generation of space scientists. Research at SSL, led by Berkeley faculty and SSL Senior Fellows, focuses on experiments and observations carried out in space as well as theoretical and basic research.

Application Review Date

The First Review Date for this job is: July 1, 2024

Responsibilities

- Selects, develops, and evaluates SSL FA personnel to ensure the efficient operation of the

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function.

- Supervises activities associated with creating, maintaining and reporting on the operational budgets and budget processes- State and Federal- primarily NASA, academic and staff budgeted FTE, the performance of financial planning (including problem definition, forecasting, data collection, development of alternative solutions), the performance of human resources FTE planning (position management, staffing forecasting, data collection), development of policy or action recommendations in the areas of budget, finance and human resource planning, and report preparation.
- Responsible for providing support to the FA team for highly complex budget, financial, and resource projects dealing directly with SSL Project Office Managers.
- Regularly analyzes a variety of financial systems, procedures, and reports in response to changes in program, policy, or funding.
- Fully ensures Project Office is in alignment with all applicable financial policies and in compliance with FAR and other applicable standards.
- Makes recommendations on maintaining and strengthening internal controls to protect University resources.
- Makes recommendations to SSL leadership and campus stakeholders on maintaining and strengthening internal controls to protect University resources and in alignment with any changes in NASA or other Federal Agency policies.
- Administers organizational policies that directly affect subordinate employees.
- Conducts presentations of Financial information concerning specific projects or schedules.
- Supports Earned Value Management process for NASA contracts and acts as administrator of the Earned Value Tool.
- Generates monthly reports and ensures FA's perform required input and follow up
- Performs highly complex and advanced technical and financial analysis techniques imposed by federal sponsors (NASA in particular), to determine past and present performance as well as predicting future performance and required funding or other resource allocations.

Required Qualifications

- Extensive knowledge of State and Federal finance policies, practices and systems, budgeting and reporting techniques, accounting and bookkeeping.
- Solid understanding of financial and resource planning concepts as well as how to control organizational budgeting.
- Ability to prepare and present materials to internal and external constituents.
- Extensive knowledge of human resource policies, practices, and planning.
- Demonstrated ability to effectively communicate both verbally and in writing.

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- Advanced skills in the use of spreadsheet and database software.
- Demonstrated interpersonal skills and ability to work effectively across the organization at all levels.
- Proven ability to deal with changing priorities and direct the work of others accordingly. Ability to multi-task.
- Demonstrated ability to screen applications, interview candidates, and either make selection decisions or recommend individuals for hire.
- Thorough knowledge and understanding of internal control practices and their impact on protecting University resources.
- Client services oriented; has good listening, communication, critical thinking, and analytical skills.

Education / Training Requirements

Bachelor's degree in related area and / or equivalent experience / training

Preferred Qualifications

Knowledge of University Policies and Procedures

Salary & Benefits

For information on the comprehensive benefits package offered by the University, please visit the University of California's [Compensation & Benefits](#) website.

Under California law, the University of California, Berkeley is required to provide a reasonable estimate of the compensation range for this role and should not offer a salary outside of the range posted in this job announcement. This range takes into account the wide range of factors that are considered in making compensation decisions including but not limited to experience, skills, knowledge, abilities, education, licensure and certifications, analysis of internal equity, and other business and organizational needs. It is not typical for an individual to be offered a salary at or near the top of the range for a position. Salary offers are determined based on final candidate qualifications and experience.

The full pay scale for this position is \$95,300.00-\$178,100.00. The budgeted salary or hourly range that the University reasonably expects to pay for this position is \$120,050 to \$162,950.

How to Apply



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To apply, please submit your resume and cover letter.

Diversity Statement

Please include, as part of your application a brief (1-2 paragraph) statement on your contributions to diversity, equity, inclusion, and belonging in your professional experience.

Advancing diversity, equity, and inclusion are fundamental to our UC Berkeley Principles of Community, which states that "every member of the UC Berkeley community has a role in sustaining a safe, caring, and humane environment in which these values can thrive."

Conviction History Background

This is a designated position requiring fingerprinting and a background check due to the nature of the job responsibilities. Berkeley does hire people with conviction histories and reviews information received in the context of the job responsibilities. The University reserves the right to make employment contingent upon successful completion of the background check.

Equal Employment Opportunity

The University of California is an Equal Opportunity/Affirmative Action Employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, disability, or protected veteran status. For more information about your rights as an applicant, please see the [U.S. Equal Employment Opportunity Commission](#) poster.

The [University of California's Affirmative action policy](#).

The [University of California's Anti-Discrimination policy](#).

To apply, visit

https://careerspub.universityofcalifornia.edu/psp/ucb/EMPLOYEE/HRMS/c/HRS_HRAM.HRS_APP_SCH



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Contact Information

Please reference Academickeys in your cover letter when
applying for or inquiring about this job announcement.

Contact

N/A

University of California, Berkeley

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