

Senior Financial Analyst (7710U) School of Optometry,  
74530  
University of California, Berkeley

Direct Link: <https://www.AcademicKeys.com/r?job=251729>

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Posted Jan. 16, 2025, set to expire May 15, 2025

<b>Job Title</b>	Senior Financial Analyst (7710U) School of Optometry, 74530
<b>Department</b>	Wertheim School of Optometry & Vision Science
<b>Institution</b>	University of California, Berkeley Berkeley, California
<b>Date Posted</b>	Jan. 16, 2025
<b>Application Deadline</b>	Open until filled
<b>Position Start Date</b>	Available immediately
<b>Job Categories</b>	Professional Staff
<b>Academic Field(s)</b>	Fiscal Services Finance/Investment Management
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**Job Description**

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**Senior Financial Analyst (7710U) School of Optometry, 74530**

**About Berkeley**

At the University of California, Berkeley, we are dedicated to fostering a community where everyone feels welcome and can thrive. Our culture of openness, freedom and belonging make it a special place for students, faculty and staff.

As a world-leading institution, Berkeley is known for its academic and research excellence, public

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mission, diverse student body, and commitment to equity and social justice. Since our founding in 1868, we have driven innovation, creating global intellectual, economic and social value.

We are looking for applicants who reflect California's diversity and want to be part of an inclusive, equity-focused community that views education as a matter of social justice. Please consider whether your values align with our [Guiding Values and Principles](#), [Principles of Community](#), and [Strategic Plan](#).

At UC Berkeley, we believe that learning is a fundamental part of working, and provide space for [supportive colleague communities via numerous employee resource groups](#) (staff organizations). 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 full-time staff employees with at least 80 hours (10 days) of paid time per year to engage in professional development activities. Find out more about how you can [grow your career](#) at UC Berkeley.

### Departmental Overview

At the Wertheim School of Optometry & Vision Science, as part of a world-renowned university that embraces excellence and access, we foster an environment of trust and mutual respect, free expression and inquiry, and personal resilience and achievement. We demonstrate sensitivity and understanding of the diverse academic, socioeconomic, cultural, disability, gender identity, sexual orientation, and ethnic backgrounds present in our community. These principles serve us daily in our reasoning and actions and aid us in our decision making.

We educate an estimated 320 students annually. Our O.D. program is a 4 year program with clinical training provided at 2 campus clinics, 10 satellite clinics (community care), 7 VA clinics, and 24 external clinics across the country. Our one-year post-graduate residency programs provide advanced clinical education in specialty areas of optometry with placement on and off campus and our Vision Science program averages 40 PhD students.

The Optometry Clinic provides comprehensive optical care services to the entire Campus population and the general Bay Area community, with approximately 80,000 annual visits to Optometry Clinics at Minor Hall and the Tang Center. The Optometry Clinic is open 7 days per week and approximately 358 days per year.

### Position Summary

This position reports to the CFO for the School of Optometry and works closely with the other members of the Finance team, Admissions and Student Affairs, Academic HR, Clinic, and Development &

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Alumni Relations, and various central campus units including the Office of the CFO.

### **Application Review Date**

The First Review Date for this job is: 12/6/2024

### **Responsibilities**

Applies advanced professional concepts to perform complex technical analysis to understand past performance and determine present and future performance and/or resource allocations.

- Lead a process to gain consensus from school leaders (and other stakeholders) on both the allocation methodology and the drivers
- Build a financial model that allows us to measure the stand-alone, fully loaded profitability of each of our clinic mods
- Determine allocation drivers to distribute shared costs to our clinic mods.

Responsible for providing analytical support for highly complex budget, financial, and resource projects dealing directly with major department managers and / or outside constituents.

- Develop degree and non-degree program pricing recommendations using competitive data for student fee proposals and continuing education
- Create budgets for new programs / departments
- Work with the CFO to assess / model new revenue opportunities (e.g., Online Continuing Education, partnerships with External/Community Clinics, specialty clinics, clinic expansion), which will require assessing competitive landscape, determining appropriate pricing strategy, negotiating with 3rd party vendors/partners, etc
- Develop financial model to track and optimize disbursement of financial aid
- Reviews and approves advanced financial transactions including financial journals and UC Path entries.

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Directs, initiates, designs and provides analytical studies, summary reports and background materials for campus or department administrative officers and managers for financial and/or resource plans, including annual resource allocation approaches, annual budget, trended future requirements, operating forecasts, sources and uses, et cetera, that have a significant impact on individual or multiple departments.

- Develop predictive model for clinical salaries to identify risks and opportunities as it relates to clinical faculty reviews and promotions
- Build a financial model that allows us to measure the fully loaded cost of a course
- DAR fundraising model
- Coordinates the gathering of budgetary and resource requirements information during planning stages, such as the annual budget process.

May train and maintains an effective team environment including less experienced analysts.

- Manage student-worker(s)

Serves as liaison with internal and external constituents. This includes the Office of the CFO, VC of Research Office Sponsored Projects Office, Contracts & Grant Accounting, People & Culture and Berkeley Regional Services to name a few.

### **Required Qualifications**

- Advanced knowledge of finance policies, practices, and systems.
- Ability to identify, collect, and analyze information from multiple sources.
- Advanced ability to effectively present complex finance related information both verbally and in writing in a clear and concise manner.
- In depth ability to use multiple spreadsheet and database software tools to gather information for specialized, complex financial analysis, fund accounting, fiscal management, and financial reports.
- Advanced interpersonal skills at all levels within the organization; advanced service orientation and critical thinking skills; and attention to detail.
- In depth ability to use organizational skills to multi-task in a high volume environment.
- Ability to adapt to changing priorities.

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- Ability to function as a member of a team.
- Advanced knowledge and understanding of internal control practices and their impact on protecting resources.
- Demonstrable problem-solving, quantitative, and analytical skills; strategic and creative thinking.
- Exceptional project management skills with attention to detail.
- Collaborative, team-oriented, service-oriented.
- Advanced degree in related area and / or equivalent experience/training.

### Preferred Qualifications

- Experience working in Higher Education.
- Expert user and/or ability to achieve proficient skill quickly in major campus financial and data systems: BAIRS, CalPlanning, Cal Answers, CADS, SIS, HCM, etc.

### Salary & Benefits

This is a 100% full-time (40 hrs a week) exempt career position, which is paid monthly and eligible for UC 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 budgeted salary range that the University reasonably expects to pay for this position is **\$98,600.00 to \$141,500.00.**

### How to Apply

- To apply, please submit your resume and cover letter.



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### Other Information

- This position is eligible for up to 20% remote work. Exact arrangements are determined in partnership with your supervisor to meet role responsibilities and department needs, and are subject to change.

### 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 [https://apptrkr.com/get\\_redirect.php?id=5932733&targetURL=U.S. Equal Employment Opportunity Commission](https://apptrkr.com/get_redirect.php?id=5932733&targetURL=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/psc/ucb/EMPLOYEE/HRMS/c/HRS\\_HRAM\\_FL.HRS.CG\\_S](https://careerspub.universityofcalifornia.edu/psc/ucb/EMPLOYEE/HRMS/c/HRS_HRAM_FL.HRS.CG_S)

### Contact Information

Please reference Academickeys in your cover letter when



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applying for or inquiring about this job announcement.

**Contact**

N/A

University of California, Berkeley

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