



## **IMMEDIATE OPPORTUNITY**

### **Budget Analyst Division of Budget Grade 16**

Steven M. Neuhaus  
County Executive

Applications are now being accepted by the Orange County Division of Budget to fill a full-time Budget Analyst vacancy. This position is allocated to the competitive class. The nature of the appointment is provisional, pending outcome of Civil Service exam. Civil Service examination will be announced at a later date. The work involves responsibility for assisting in all phases of the analysis, preparation, and control of the Orange County budget. Work involves reviewing, analyzing, and making recommendations on requests by assigned county departments for the funding of their operations, functions, and programs; monitoring the expenditure of approved resources for effective and efficient utilization; and performing in-depth organizational studies related to departmental issues, programs, and operations. The work is performed in accordance with established policies and procedures and involves investigating, analyzing and making recommendations within the entire sphere of the budget office operations. Work is performed under the general supervision of the Chief Budget Analyst with latitude for the exercise of independent judgment within established County budget policy. Does related work as required.

#### **MINIMUM QUALIFICATIONS** Either:

- (A) Master's Degree, including or supplemented by eighteen (18) credits in business administration, public administration, accounting and/or economics, and one (1) year of experience in an administrative management capacity or in a budgeting or financial control position which shall have involved the use of spreadsheet software; OR
- (B) Bachelor's Degree or higher, including or supplemented by eighteen (18) credits in business administration, public administration, accounting and/or economics and three (3) years experience as described in (A) above; OR
- (C) Associate's Degree or completion of 60 college credits, including or supplemented by eighteen (18) credits in business administration, accounting and/or economics and five (5) years experience as described in (A) above;

**NOTE:** Your degree or credits must have been awarded by a college or university accredited by a regional, national, or specialized agency recognized as an accrediting agency by the U.S. Department of Education/U.S. Secretary of Education. If your degree or credits were awarded by an educational institution outside the United States and its territories, you must provide independent verification of equivalency. A list of acceptable companies who provide this service can be found on the Internet at <http://www.cs.ny.gov/jobseeker/degrees.cfm>. You must pay the required evaluation fee.

**Salary:** Grade 16, Step 02: \$42.1887/hr; \$87,752.50 annually (40-hour work week);  
County Employees - As per CSEA contract for Grade 16

FINAL CANDIDATES MUST SUBMIT TO A FINGERPRINT CHECK AND CRIMINAL HISTORY AND BACKGROUND INVESTIGATION. COSTS RELATED TO SUCH INVESTIGATION SHALL BE BORNE BY THE APPLICANT.

**Civil Service Examination is a requirement for permanent appointment.**

#### **SEND APPLICATIONS AND RESUME, BY OCTOBER 15, 2025, TO:**

Orange County Division of Budget  
Attn: Deborah Slesinski, Budget Director  
255 Main Street  
Goshen, NY 10924  
[dslesinski@orangecountygov.com](mailto:dslesinski@orangecountygov.com)

Employment applications can be downloaded from Orange County's website. Please visit [www.orangecountygov.com](http://www.orangecountygov.com) and follow the link to the Department of Human Resources page. Or download directly here: [Application for Employment Application](#)

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