



Steven M. Neuhaus
County Executive

VACANCY ANNOUNCEMENT
BUDGET ANALYST
Grade 16
Orange County Division of Budget

Applications are now being accepted by the Orange County Division of Budget for the position of Budget Analyst. 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. Does related work as required.

MINIMUM QUALIFICATIONS

INTER-DEPARTMENTAL PROMOTION: Candidates must be permanently employed in the competitive class (or allocated to the non-competitive class in accordance with Section 55A of Civil Service Law) in an agency, office or department of Orange County Government and must have served continuously on a permanent basis for: One (1) year in the title of Accounting Supervisor, Auditor, Fiscal Manager, Fiscal Technician.

OPEN COMPETITIVE:

- (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.

NOTES: 1) For open competitive, experience obtained in an approved internship in Public Administration may be substituted for an equal amount of the above experience; 2) 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: County Employees – According to CSEA contract for promotion to Grade 16
New Hires - Grade 16, Step 02 - \$91,262.496 annually

SEND APPLICATION BY JUNE 16, 2026, TO:

Orange County Division of Budget
Attn: Gretchen Riordan, Budget Director
255 Main Street
Goshen, NY 10924
griordan@orangecountygov.com

Employment applications can be downloaded from Orange County's website. Please visit www.orangecountygov.com and follow the link to the Department of Human Resources page or download directly here:

[Application for Employment Application](#)

*NOTE: This title may be filled in one of the below two manners:

- 1.) Interdepartmental Provisional Promotion; pending promotional examination; OR
- 2.) Through Non-Competitive appointment in accordance with the HELP Program. Final candidates must submit to Fingerprint Check and Criminal History and Background Investigation.

An Equal Opportunity Employer

www.orangecountygov.com