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| |  |  |  | | --- | --- | --- | | http://agency.governmentjobs.com/images/AgencyImages/sc.jpg | STATE OF SOUTH CAROLINA  **Rural Infrastructure Authority**  1201 Main Street  Suite 1600  Columbia, SC 29201   [http://www.jobs.sc.gov](http://www.jobs.sc.gov/) |  | | **INVITES APPLICATIONS FOR THE POSITION OF:** | | | | **Program Manager I -**  **Senior Public Finance Analyst** | | |   *An Equal Opportunity Employer*   |  | | --- | | THE LANGUAGE USED IN THIS DOCUMENT DOES NOT CREATE AN EMPLOYMENT CONTRACT BETWEEN THE EMPLOYEE AND THE AGENCY. THIS DOCUMENT DOES NOT CREATE ANY CONTRACTUAL RIGHTS OR ENTITLEMENTS. THE AGENCY RESERVES THE RIGHT TO REVISE THE CONTENT OF THIS DOCUMENT, IN WHOLE OR IN PART. NO PROMISES OR ASSURANCES, WHETHER WRITTEN OR ORAL, WHICH ARE CONTRARY TO OR INCONSISTENT WITH THE TERMS OF THIS PARAGRAPH CREATE ANY CONTRACT OF EMPLOYMENT. | |
| |  |  | | --- | --- | | **OPENING DATE:** 03/07/2017 | **CLOSING DATE:** 03/29/2017 11:59 PM | |  | | | **JOB TITLE:** Program Manager I  Internal Title: Senior Public Finance Analyst | **CLASS CODE:** AH45 | | **POSITION NUMBER:** 60015218 | **SLOT NUMBER:** | |  | | | **STATE SALARY RANGE:**    $48,622.00 - $89,956.00 Annually | **AGENCY HIRING RANGE - MIN:** 55,000 **AGENCY HIRING RANGE - MAX:** 69,289 |  |  | | --- | | **LOCATION:** Richland County, South Carolina | |  | | **JOB TYPE:** FTE - Full-Time | |  | | **NORMAL WORK SCHEDULE:** Monday - Friday (8:30 - 5:00) | |  | | **RESIDENCY REQUIREMENT:**  **RESIDENCY REQUIREMENT SPECIFICS (IF ANY):** | |  | | **AGENCY SPECIFIC APPLICATION PROCEDURES:** Applications are incomplete if you fail to answer all questions, education and work history. Incomplete applications are not referred to hiring managers. You may be asked to provide a certified transcript if selected for a position requiring a degree. A background investigation will be conducted after a contingent offer of employment. Please provide an explanation of any gaps of employment. A resume may be attached with your application, but not substituted for completing the work history section of the application. |   **JOB RESPONSIBILITIES:**  The SC Rural Infrastructure Authority is a mission-oriented agency designed to help communities by providing public infrastructure financing. The incumbent will work directly with the Loan Program Director to plan, manage and conduct financial review and analysis functions in support of federally capitalized, revolving loan programs for large and small governmental entities statewide. The agency manages a strong loan portfolio that is currently over $800 million.  The agency is seeking a self-motivated candidate with a strong background in financial analysis to conduct financial reviews and comprehensive credit evaluations of governmental entities to include: preparing written credit reviews and summaries of the evaluation; preparing spreadsheets and other documentation to support loan recommendations; drafting loan commitment letters and preparing financial appendices to loan agreements; conducting preliminary financial reviews to assess the credit risk of potential borrowers’ debt financing and preparing written analysis and documentation of results; conducting annual financial reviews of borrowers and reviewing the latest rating actions on rated credits. The successful candidate will assist the Program Director in tracking and monitoring financial resources, preparing documentation of program actions and developing reports as well as other loan program activities.  **MINIMUM AND ADDITIONAL REQUIREMENTS:**  A bachelor's degree in accounting or finance and 5 years of experience in accounting, auditing or finance.  Advanced degree in accounting or finance may substitute for one year of qualifying experience.  Candidates must possess strong research, analysis and problem solving skills with strong attention to detail. Candidates must have extensive knowledge of governmental accounting, municipal finance and financial statements; strong writing skills to effectively communicate analytical findings; ability to analyze and interpret complex financial and socio-economic data and reports and summarize findings. Candidates must also have strong organization and time management skills and the ability to communicate effectively. Proficiency in Excel/Word software is required.  In addition to completing the state application, applicants must submit a cover letter describing their interest and qualifications for the position along with a resume. |
| |  |  | | --- | --- | | APPLICATIONS MAY BE OBTAINED AND FILED ONLINE AT: [http://www.jobs.sc.gov](http://www.jobs.sc.gov/)  OR 1201 Main Street  Suite 1600  Columbia, SC 29201 | Job #RIA-Program MGR I-03/2017  PROGRAM MANAGER I  INTERNAL TITLE: SENIOR PUBLIC FINANCE ANALYST GG | |