

FISCAL PROFESSIONAL

Job Classification

Adopted: March 23, 2003

Revised: August 22, 2024

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- * **Complexity:** Refers to the interpretation and diversity of rules and regulations (e.g. federal, state, and university policies, regulations, Generally Accepted Accounting Principles (GAAP), Federal Acquisition Regulations (FAR), and Governmental Accounting Standards Board (GASB), Financial Accounting Standards Board (FASB), National Automated Clearing House Association (NACHA), Uniform Commercial Code (UCC), the Internal Revenue Code, and contractual agreements). Complexity increases as the application, interpretation and frequency of working with these rules and regulations increases. Complex positions typically work with multiple funding sources (e.g. federal, state, and private). Complexity increases as the number of funding sources increases. Complex positions develop, forecast and have approval authority for budgets. Complexity also refers to the responsibility of multiple diverse fiscal activities and programs. Complex positions typically work with high-level stakeholders, multiple departments and campuses.

- * **Scope:** Refers to the impact that a fiscal unit has on the organization or the size of an organization and the volume/number of fiscal transactions. Scope also refers to the impact of recommendations or decisions a position has on policies and programs. Positions with large scope are responsible for multiple programs and activities which have significant impact at the campus or system level.

- ** **Lead:** Provide day-to-day guidance, training and direction for staff in addition to other duties. Regularly assign and review work. Is fluent in assigned area of responsibility.

- ** **Supervise:** Hire, train, evaluate performance and initiate corrective action.

- *** Exemption status determined on a case-by-case basis. Essential functions of each job will be reviewed and evaluated in accordance with Fair Labor Standards Act regulations.

[July 2009 revisions included adding Level 4, formatting document for consistency and adding alternate PCLS information.]



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