

HCD Financial Analyst IV (530411)
Financial Analyst, General Accounting
Recruitment # 25-001220-0002
Filing Deadline - 11/14/2025 11:59:00 PM
Salary - \$91,761.00 - \$102,888/year (Grade 21/Step 5-11 with promotional growth to \$142,914.00/annually)



This is a **Permanent Skilled Service Position** with full Maryland State Benefits

Work that matters. The Maryland Department of Housing & Community Development (DHCD) is a national leader in affordable housing and community development. Our team needs one supervisory position that will challenge the status quo, effectively communicate ideas and issues, independently implement practical and efficient solutions, believe change is good and want to come to work knowing that what they do makes a difference.

The Division of Finance and Administration is seeking an enthusiastic individual to serve as a Financial Analyst. The Financial Analyst will assist the General Accounting unit's activities based upon the goals and priorities of the Department.

Grade:

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This position offers a salary range of \$91,761 - \$102,888/annually, with potential for advancement up to \$142,914/annually based on qualifications, equity, and hiring guidelines. Initial salary offers are determined by qualifications, experience, and available budget, and typically do not exceed 102,888/annually.

Position Duties:

The incumbent will assist the Controller of General Accounting within the Division of Finance and Administration. This position has direct oversight of invoicing, payments for operating expenses, subsidized mortgage, grant disbursements, construction loan draws, and reviews accruals at year-end, payroll allocation, direct and indirect overhead allocation, inventory, and reporting and financial analysis, including trending data to support strategic decision-making.

This incumbent works closely with accounting staff to ensure accuracy and timeliness of invoicing, payments, and cash receipts. This incumbent will be responsible for ensuring smooth month-end and year-end closings, resolving FMIS errors related to journal entries and RFPs, while maintaining compliance with the State Treasurer's close-out schedule. Additionally, the incumbent will prepare and respond to inquiries from the Office of Legislative Auditors, independent auditors, and federal auditors.

The inclusion of revenue analysis strengthens the department's ability to monitor income streams, assess financial performance, and support budgeting and forecasting efforts.

Minimum Qualifications:

Education: A Bachelor's degree in Finance, Business Administration, Economics, Accounting or a related field from an accredited college or university.

Experience: Four years of professional financial analysis experience, such as managing financial asset and debt portfolios, examining, analyzing, and interpreting accounting, budget, grant or real estate investment portfolio records and reports by applying generally accepted accounting principles.

Notes:

1. A Certified Public Accountant (CPA) certification or documented eligibility to sit for the CPA Examination may be substituted for the educational requirement.
2. A Master's degree in Finance, Business Administration, Economics, Accounting or a related field from an accredited college or university may be substituted for two years of the required experience.
3. Candidates may substitute one year of professional financial analysis experience, such as managing financial asset and debt portfolios, examining, analyzing, and interpreting accounting, budget, grant or real estate investment portfolio records and reports by applying generally accepted accounting principles for 30 credits on a year-for-year basis for the required education.
4. Candidates may substitute U.S. Armed Forces military service experience as a commissioned officer in the Accounting Officer classification or Financial Management specialty codes in the accounting field of work on a year-for-year basis for the required education and experience.

Desired or Preferred Qualifications:

- Experience using FMIS
- Experience working with MD General Accounting Division (GAD)
- Experience with revenue and expenditure projections (i.e., forecasting expenses, overseeing federal grant funding, experience with variant analysis and reporting)
- Experience leading Accounts Payable (AP) and Accounts Receivable (AR) teams.

TTY Users: call via Maryland Relay

We thank our Veterans for their service to our country and encourage them to apply.

As an equal opportunity employer, Maryland is committed to recruiting, retaining, and promoting employees are reflective of the State's diversity.

For more information and to apply:

<https://www.jobapscloud.com/MD/sup/bulpreview.asp?b=&R1=25&R2=001220&R3=0002>