

STATE OF NEBRASKA CLASS SPECIFICATION
FINANCIAL ASSURANCE COORDINATOR

EST: 10/97 – REV: 04/10
CLASS CODE: A19920

DESCRIPTION: Under administrative direction, plans, organizes and directs the verification and validation of demonstrated financial responsibility to cover the cost of closure, post closure and corrective action for solid and hazardous waste disposal sites. Performs detailed financial analysis, prepares reports concerning the financial condition and status of financial assurance as related to applicable laws, rules, regulations and enforcement actions. Prepares reports concerning financial condition and operating procedures, performs related work as assigned.

EXAMPLES OF WORK: (A position may not be assigned all the duties listed, nor do these examples include all the duties that may be assigned.)

Plans and administers the review of financial statements of businesses and local governments to assist in financial planning recommendations.

Reviews and analyzes closure and post closure plans, cost estimates, contractor bids, and financial assurance packages for accuracy and future implementation.

Confers with community officials, local, state, and federal agencies, consultants, and businesses to identify financial responsibility needs, and to structure financial responsibility strategies and programs.

Consults with and advises communities, local, state, federal agencies, and businesses on providing information regarding solid and hazardous waste regulations and financial assurance requirements.

Negotiates and advises attorneys, bank officers, lenders, consultants, insurance underwriters, chief financial officers, local government administrators, and others regarding financial assurance instruments and financial planning strategies.

Coordinates the activities of financial responsibility demonstrations to assist in timely reviews.

KNOWLEDGE, SKILLS AND ABILITIES REQUIRED: (These are needed to perform the work assigned.)

Knowledge of: Accounting principles regarding reconciling, reviewing, examining, resolving, researching, financial analysis, financial planning, financial planning principles and project management.

Ability to: interact and communicate with Federal and State employees and agencies, legislators, business leaders and local governmental representatives; prepare correspondence and reports.

MINIMUM QUALIFICATIONS: (Applicants will be screened for possession of these qualifications. Applicants who need accommodation in the selection process should request this in advance.)

Bachelor's degree, or equivalent, in Accounting, Finance, Economics, Business Administration or a similar field plus two years of relevant work experience.

SPECIAL NOTES:

State agencies are responsible to evaluate each of their positions to determine their individual overtime eligibility status as required by the Fair Labor Standards Act (FLSA).