



Stanislaus County
now offers an employee
bonus worth up to
\$10,000 or 21
additional days of
leave time!*

**See inside for details*

Finance Manager I/II

Stanislaus County
District Attorney's Office

\$68,889-\$115,606 Annually

Apply by April 25, 2025



ABOUT THE DEPARTMENT

The District Attorney's Office is responsible for the prosecution of all crimes or offenses that occur within the County. District Attorney staff represent the People of the State of California in criminal cases, provides support and assistance to crime victims and work in partnership with local law enforcement agencies to promote public safety. The District Attorney's Office not only investigates and prosecutes criminal cases, but we also pursue justice in the areas of Child Abduction, Consumer Fraud, Environmental Crimes and Real Estate Fraud. We participate in a number of task forces including the Stanislaus County Auto Theft Task Force, the Human Exploitation and Recovery Task Force, the Arson Task Force, and Organized Retail Theft Task Force. Some of our investigators are cross designated with the FBI to investigate and prosecute local criminals at the federal level. Our staff consists of approximately 164 full-time employees, 56 attorneys and 108 support and administrative staff in Bureau of Investigations, Clerical Division, Paralegals, Victim Services Unit, Information technology and Administration.

*To learn more about the
District Attorney's Office, scan the QR code*



Justice With Integrity

THE POSITION

The Finance Manager I/II for the Stanislaus County District Attorney's Office is a pivotal leadership position responsible for overseeing all financial operations, including budget development, fiscal planning, resource allocation, and compliance with county, state, and federal regulations. This role demands a deep understanding of economics, governmental accounting, and public-sector budgeting, as well as the ability to manage and forecast complex funding streams that support a wide array of prosecutorial and victim services. The Finance Manager will lead research efforts, conduct financial analyses, and prepare detailed reports that guide strategic decision-making and operational planning across the office.

This position also plays a key role in cross-departmental collaboration, requiring strong relationship-building, project management, and communication skills. The successful candidate will collect and interpret data, evaluate financial and operational trends, and present actionable insights to department leadership. Applying sound judgment, critical thinking, and a strategic mindset, the Finance Manager ensures the efficient and responsible use of public funds. This is an opportunity to lead with integrity and innovation in a high-impact, public-service environment that directly supports the administration of justice in Stanislaus County.

THE TYPICAL TASKS

- Perform detailed analysis of budget and fiscal issues
- Evaluate systems, complex spreadsheets and database applications and identify opportunities for improvement
- Prepare and review comprehensive spreadsheets and financial reports
- Provide daily support to departmental contacts on budget and operational issues
- Demonstrate an understanding of budget and financial management principles as well as generally accepted accounting principles
- Possess strong computer skills, clear and concise written communication skills and the ability to effectively interact with customers
- Provide departmental fiscal oversight through the County budget process (including quarterly financial reporting) and direct operational support with CEO's Office
- Prepare Board of Supervisors agenda items for the District Attorney's Office and ensure recommendations align with the County's mission
- Represent the department on multi-department/ agency project teams and committees as required
- Coordinate departmental responses to matters as they arise
- Work and communicate successfully and professionally with team members, department staff, and the public
- Perform research, financial forecasting, create reports, and prepare presentations, communicating to a variety of audiences
- Assist the District Attorney's team with analysis of proposed plans, projects, and budgets, and provide recommendations for implementation

THE IDEAL CANDIDATE

The ideal candidate for this role is a skilled finance manager with a strong understanding of public sector financial management principles, adept computer skills, and effective communication abilities. They excel in budget preparation and review, demonstrating keen attention to detail and a proactive approach to process improvement. Their ability to represent the County on various teams and committees highlights their collaborative nature and strategic planning skills. In summary, the ideal candidate will possess the essential blend of financial expertise, operational proficiency, and strategic insight necessary for effective county budget operations and organizational success.

MINIMUM QUALIFICATIONS

Knowledge/Skills/Abilities

- Economics, accounting, and the public sector/county budget management & planning
- Management of financial resources
- Research analysis and report building
- Data collection, analysis, and presentations
- Critical thinking
- Project management
- Relationship building
- Judgement and decision making
- Collaboration
- Time management
- State and Local regulations
- Strategic planning

EDUCATION/EXPERIENCE

MANAGER I

- One (1) year of lead or supervisory level experience in finance or County operations; AND
- Graduation from an accredited four-year college or university with a degree in public or business administration, finance, or a closely related field.

MANAGER II

- Two (2) years of lead or supervisory level experience in finance or County operations; OR
- One (1) year of management level experience in finance or County operations; AND
- Graduation from an accredited four-year college or university with a degree in public or business administration, finance, or a closely related field.

Progressively responsible experience in a related area may be substituted for the required education on a year-for-year basis.

DESIRABLE QUALIFICATIONS

In addition to the minimum qualifications, applicant screening will focus on the following desirable qualifications. Please list any of these qualifications you may have within the "Duties" section of the online application.

- Possession of a Master's degree in finance, business or public administration
- One (1) year experience in performing budget preparation duties or financial analysis for a governmental agency, nonprofit, or corporation

Proof of education is required for verification purposes at the time of application. Applicants who are unable to submit proof must call 209-525-5565 to make other arrangements before 5 pm on the final filing date. Failure to submit proof or make other arrangements before the final filing deadline will result in disqualification.



*Apply today
to join our team &
make a difference in
Stanislaus County*





**STANISLAUS
COUNTY HUMAN
RELATIONS**

Take Your Place.



JOIN OUR TEAM and receive a bonus worth **UP TO \$10,000** or 21 additional days of leave time!*

*EMPLOYEE CHOICE BONUS PLAN ALLOWS ELIGIBLE EMPLOYEES TO RECEIVE A BONUS WORTH \$5,000-\$10,000 OVER THREE ANNUAL INSTALLMENTS

YOU CHOOSE: One month's worth of

Scan the QR code with a camera app to watch the Employee Choice Bonus Plan video!



Cash Payout

Redo that kitchen or paydown debt.

It's all yours.



Leave Time

Take a little extra time off and enjoy yourself.

You've earned it.



Deferred Compensation

Reduce some taxable income and receive it later.

Why not?



**STANISLAUS
COUNTY HUMAN
RELATIONS**

Take Your Place.



clubwellness
myclubwellness.org

Employee Choice Bonus Plan

UNDERSTANDING THE DETAILS



JOIN OUR TEAM BY JUNE 30TH, 2025 TO BE ELIGIBLE!

The following Employee Choice Bonus Plan is designed to allow eligible employees, current active full-time employees or those hired full-time on or before June 30, 2025, to choose one of the three bonus incentive options (one-time option, non-revocable) they would like to receive:



Option 1 BONUS CASH PAYMENT

(Default if employee declines to make a choice)

- One month of salary (168 hours) paid in cash over three annual installments at the highest step or top of band of the classification held by the employee at each vesting date.
- Minimum amount of each payment will be \$1,666.67 and a maximum payment of \$3,333.37 (base hourly rate of pay for the classification multiplied by 56). The amount of each payment may change depending upon an employee's individual circumstances.
- Total minimum amount received will be \$5,000.01 and maximum will be \$10,000.02 paid over three installments.
- Applicable taxes will be applied and withheld.



Option 2 BONUS LEAVE TIME

- 168 hours of bonus leave time allocated within three annual installments.
- Bonus Leave Time would be administered in the same capacity as standard vacation including compensation rate, request and approval, and reporting expectations.
- Bonus Leave Time will have no cash value and cannot be cashed out at resignation, termination, or retirement.
- Must use the bonus leave time prior to the expiration date, as there is no carry over after the bonus leave time expires.



Option 3 BONUS DEFERRED COMPENSATION CONTRIBUTION

- One month of salary (168 hours) paid over three annual installments into the employee's Nationwide Deferred Compensation account at the highest step or top of band of classification held by the employee at each vesting date.
- Minimum amount of each payment will be \$1,666.67 and a maximum payment of \$3,333.37 (base hourly rate of pay for the classification multiplied by 56). The amount of each payment may change depending upon an employee's individual circumstances.
- Total minimum amount received will be \$5,000.01 and maximum will be \$10,000.02 paid over three installments.
- Applicable taxes will be applied and withheld.

Eligibility for Employee Choice Bonus Plan



- Must be an active full-time employee on each vesting date and during the pay period of the payment date to receive each payment.
- Full-time employees on an unprotected unpaid leave on the vesting date are ineligible for that specific payment.
- Employees that separate from full-time service prior to a vesting date will no longer be eligible for that specific payment.
- Employees that receive one or two payments, separate from full-time service and then return to full-time service are excluded from eligibility to receive further payments of any kind.
- Employees that leave full-time service prior to receiving any payments, and then return to full-time service on or before June 30, 2025, are eligible to receive future payments in accordance with their new hire date.



COMPENSATION & BENEFITS

Approximate Annual Base Salary:
\$68,889 - \$115,606 Annually

The County of Stanislaus provides a competitive and comprehensive benefits package for regular full-time County Managers including:

- Excellent retirement benefits (2% at approximately age 62 formula)
- Medical, dental, vision, and basic term life insurance plans
- County paid Deferred Compensation at 1.5% of base salary
- 2 weeks annual vacation upon entering County service
- 32 additional vacation hours annually
- 56 hours administrative/management leave per year (does not carry over)
- 96 hours of sick leave annually
- 12 paid holidays annually
- \$900 annual Professional Development reimbursement
- Car allowance upon Department Head approval
- Moving allowance recruited from out-of-County
- Disability protection
- Optional participation in Flexible Spending Account programs
- Optional Supplemental Life & AD&D insurance plans
- Employee Assistance Program

Details available upon request

RECRUITMENT INCENTIVES:

Employee Choice Bonus Plan:

Stanislaus County now offers an employee bonus worth up to \$10,000 or 21 additional days of leave time! Visit stanjobs.org for details.

Career Ladders:

We offer valuable tools to help plan your career with Stanislaus County. Find ways to grow and develop within the organization— from Accounting to Public Safety to IT.

Learning Institute:

Whether you're a new employee or looking to acquire new skills, our Learning Institute offers a chance to take on new challenges and ways to consistently hone and improve skills.

WELLNESS BENEFITS

The Mission of Club Wellness is to facilitate and encourage the "good health" of the county workforce.

"Good health" is a state of complete physical, social and mental well-being, and not merely the absence of disease or infirmity; health is a resource for everyday life, not the object of living, and is a positive concept emphasizing social and personal resources as well as physical capabilities. The program seeks to increase awareness and knowledge of all employee benefits, nurture a team spirit and positive health behaviors, to motivate employees to adopt healthier habits and to provide opportunities and a supportive environment to create positive lifestyle changes.



CLASSIFICATION INFORMATION

Unless otherwise provided, this position is part of the Unclassified Service of the County and is considered "at-will" and is designated Management for labor relations purposes.

The individual selected will participate in the Stanislaus County Pay-for-Performance program, as well as receive additional benefits.

APPLICATION PROCEDURES/FINAL FILING DATE: APPLY BY APRIL 25, 2025

Oral Examinations are tentatively scheduled for the week of May 12, 2025

Applications cannot be submitted later than 5:00 p.m. on the final filing date. Make your online application as complete as possible so a full and realistic appraisal may be made of your qualifications.

Resumes will not be accepted in lieu of a completed application.

Attaching your resume and cover letter are an optional feature for those who wish to do so in addition to completing the required application. Information on your resume and cover letter will not substitute for the education, work experience and required fields on the County application. The online County application is the primary tool used to evaluate your job qualifications.

RECRUITMENT ACCOMMODATIONS

Arrangements may be made to accommodate disabilities and religious convictions. Applicants requiring testing accommodations are required to complete and submit the Testing Accommodations Request Form prior to the test administration date. Special arrangements for religious convictions should be included in the "Additional Information" section of the application form.

GENERAL QUALIFICATIONS

- Pass County-paid pre-employment job-related background investigation.
- Perform job duties in a manner assuring a safe working environment for oneself and others.
- Maintain confidential information according to the legal standards and/or County regulations as required.

APPLICATION AND/OR EXAMINATION APPEAL RIGHTS

Application and/or examination results may be appealed by applicants presenting facts alleging irregularity, fraud and/or error in application screening or in exam scoring. Appeals must be in writing and submitted to the Chief Executive Officer within seven (7) days after the examination results are mailed.

DISCLAIMER

Stanislaus County reserves the right to revise the examination plan described in this flyer to better meet the needs of County service. The provisions of this bulletin do not constitute an express or implied contract. Any provision contained in this bulletin may be modified or revoked without notice. The information contained in the bulletin is information which sets forth a general summary of benefits for this respective position. This information is not legally binding. The benefits and other information regarding this position may be found in the Stanislaus County Code, the Stanislaus County Personnel Policies manual, or in the applicable Memorandum of Understanding(s), and such information prevails over information contained in this flyer. Questions regarding this bulletin may be directed to the Stanislaus County Chief Executive Office/ Human Resources.