

Fairfax County Government

Financial Specialist II

Salary - \$70,149.87 - \$122,762.22 Annually

Location - HOUSING & COMM DEV ADMIN, 3700 PENDER DRIVE, FAIRFAX (FH22), VA

Job Type - FT Salary W BN

Job Number - 26-01181

Department - Housing & Community Dev

Opening Date - 08/01/2026

Closing Date - 8/21/2026 11:59 PM Eastern

Pay Grade - S24

Posting Type - Open to General Public

To apply - <https://www.governmentjobs.com/careers/fairfaxcounty/jobs/5429369/financial-specialist-ii?keywords=financial&pagetype=jobOpportunitiesJobs>

Job Announcement

Make a difference – join our team to empower communities and build futures!

The Fairfax County Department of Housing and Community Development works in partnership with the Redevelopment and Housing Authority to serve the people of Fairfax County by creating housing opportunities to promote inclusive and thriving communities. Help make our vision of a community everyone can afford to call home a reality!

Under the general supervision of Financial Specialist IV, performs a wide variety of professional full performance level budget and fiscal management responsibilities for HCD. Functional areas include, but not limited to project tracking, fund management, budgeting, financial reconciliations, financial reporting review and compilation, auditing, oversight and review of third-party property management company accounting records and financials including rent rolls; housing assistance payments; capital assets recordings; and reserve contributions, and fixed asset management. This role necessitates a thorough understanding of General Accepted Accounting Principles (GAAP), and the application of Government Accounting Standards Board (GASB) and Financial Accounting Standards Board (FASB) accounting requirements, and the consolidation of such financial statements into GASB requirements. The position also requires an understanding of federal and state regulatory reporting requirements for agencies such as U.S. Department of Housing and Urban Development (HUD) and Virginia Housing Development Authority (VHDA). The role requires the individuals to prepare analysis and recommendations that convey financial and budgetary impacts to management and to the financial reports and accounting practices.

This role also requires knowledge and ability to prepare reports in the agency's enterprise system; ensure

compliance with County and grantor policies; interact extensively with internal and external customers including the contracted vendors for Third-Party Property Management, auditors and tax accountants. Strong interpersonal skills and the ability to communicate complex data to a variety audiences are essential. Preferred candidates would have previous experience with property management, housing authorities, or housing choice voucher programs.

Read about Fairfax County Department of Housing and Community Development, [click here](#). Review the Fairfax County Redevelopment and Housing Authority Fiscal Year 2024 annual report [here](#).

We are committed to the One Fairfax Policy by intentionally considering equity when making policies, delivering programs and services, considering diverse ideas and perspectives, and communicating with transparency in the decision-making processes. [Click here](#) to learn more about the One Fairfax policy.

Fairfax County Government offers a thriving career and workplace culture. Watch these videos to learn more:

- [Click here](#) to watch a video on Working for Fairfax County Government
- [Click here](#) to watch a video on benefits offered by Fairfax County Government

Employment Standards

MINIMUM QUALIFICATIONS:

[Any combination of education, experience, and training equivalent to the following:](#) *(Click on the aforementioned link to learn how Fairfax County interprets equivalencies for "Any combination, experience, and training equivalent to")*

Graduation from an accredited four-year college or university with either a bachelor's degree in accounting, business administration, public administration, public policy or related field; plus, two years of professional-level experience in finance, business administration, budgeting, or contract management, a master's degree in a related field or CPA may substitute for 1 year of experience.

NECESSARY SPECIAL REQUIREMENTS:

The appointee to the position will be required to complete a criminal background check to the satisfaction of the employer.

PREFERRED QUALIFICATIONS:

- Three to five years of progressive experience in the field of accounting or finance, preferred in a governmental, housing authority, or property management setting.
- Ability to prepare financial statements to include Balance Sheet, Income Statement, Statement of Cash Flow and related notes to the financial statements, in either GASB or FASB format.
- Ability to interpret and monitor federal and state funding requirements and compile related reporting.

- Proven ability to develop and present complex financial reports and analysis, including detailed projections and financial scenarios relative to program analysis, operating and capital budget forecasting and preparation, and annual budget monitoring.
- Highly proficient at financial systems, producing customized reports, and data manipulation to create management reports; experience working with SAP or a similar automated accounting/financial ERP system.
- Demonstrates initiative and knowledge to research, understand, and resolve complex financial issues.
- Ability to plan and implement activities in order to ensure effective and efficient utilization of resources.
- Ability to form collaborative partnerships across intra-departmental divisions and with external stakeholders to work towards a common goal and maintain effective working relationships.
- Strong written and oral communication skills, with an ability to prepare and present reports for leadership decision-making.
- Advanced knowledge of Excel, Word, and PowerPoint.
- Team leadership skills and experience in working with the public is preferred.

PHYSICAL REQUIREMENTS:

- Ability to read information on a computer monitor; effectively communicate; operate keyboard-driven equipment and computer.
- Work is generally sedentary in nature; however, incumbent is required to frequently move about to perform office work such as accessing files, attending meetings, making presentations, operating general office equipment, and performing other essential job duties; may be required to move items up to approximately 15 pounds in weight.
- All duties performed with or without reasonable accommodations.

SELECTION PROCEDURE:

Panel interview and may include a practical exercise.

Fairfax County is home to a highly diverse population, with a significant number of residents speaking languages other than English at home (including [Spanish, Asian/Pacific Islander, Indo-European, and many others.](#)) We encourage candidates who are bilingual in English and another language to apply for this opportunity.

Fairfax County Government prohibits discrimination on the basis of race, color, religion, national origin, sex, pregnancy, childbirth or related medical conditions, age, marital status, disability,

sexual orientation, gender identity, genetics, political affiliation, or military status in the recruitment, selection, and hiring of its workforce.

Reasonable accommodations are available to persons with disabilities during application and/or interview processes per the Americans with Disabilities Act. TTY?703-222-

7314. DHREmployment@fairfaxcounty.gov. EEO/AA/TTY.