



**STATE OF VERMONT**  
JOINT FISCAL OFFICE

**The Joint Fiscal Office seeks to hire a Transportation Fiscal Analyst**

The Vermont Joint Fiscal Office (JFO) is seeking a motivated professional for the position of Transportation Fiscal Analyst. This position will work as part of a team to provide nonpartisan, evidence-based financial and policy analyses, research, forecasts, and recommendations. Fiscal analysts, in collaboration with other JFO staff, offer support and research to legislators on a variety of fiscal issues.

The role requires working with legislators, legislative counsel, executive branch agencies, and other stakeholders to develop public policy analysis and other points of interest as part of the legislative process. The position will be focused primarily on issues related to transportation revenue and spending, other related issues, and helping to develop the annual state operating budget. We expect the analyst to assist the office in other policy areas as needs evolve.

**Compensation and title will be commensurate with experience:**

- The Fiscal Analyst level starts at \$65,500 per year
- The Senior Fiscal Analyst level starts at \$72,750 per year
- The Principal Fiscal Analyst level starts at \$77,675 per year

**Education/Experience:**

*Required:*

- Master's degree in economics, business, planning, or public administration, or other relevant discipline, or equivalent work experience.

*Preferred:*

- 1+ years of relevant work experience.

**Required Skills:**

- Ability to work independently or as part of a team.
- Excellent written and oral communication.
- Proficient in Excel and data analysis.
- Ability to research state and national financial information to develop fiscal notes and publications on legislation.
- Possesses a general working knowledge of the legislative process.
- Excellent interpersonal skills; ability to develop and maintain collaborative working relationships with all levels of staff, management, elected officials, executive branch staff, special interest groups, and the general public, while maintaining a high level of social awareness for professional engagement.

- Ability to maintain composure while meeting tight deadlines.
- Ability to make difficult decisions under periods of extreme stress and routinely handle highly sensitive and/or confidential information.
- Ability to maintain a flexible schedule, including working extended hours, possibly on nights and weekends.
- Ability to analyze and interpret issues and provide nonpartisan, expert information in a political environment.
- Ability to maintain confidentiality and manage politically sensitive work.

The comprehensive State benefits package includes paid time off, health insurance, and retirement plans. Longer work hours are expected during the legislative session (generally January through May) and as needed during other times of the year.

To apply, please submit by e-mail a resume and cover letter in Word or PDF format explaining your interest and qualifications to [HRApplications@leg.state.vt.us](mailto:HRApplications@leg.state.vt.us). Please put your name and “Fiscal Analyst Application” in the subject field of the e-mail. The position will be posted until filled.

The Vermont General Assembly is an equal opportunity employer. Applicants will receive consideration for employment without regard to race, color, national origin, religion, sex, sexual orientation, gender identity, disability, veteran status, or other protected category.