



**BUDGET AND FINANCIAL ACCOUNTABILITY ADVISORS - TREASURY &
CASH MANAGEMENT**

Solicitation Number: A12-023

Agency: Department of the Treasury

Office: Internal Revenue Service (IRS)

Location: National Office Procurement (OS:A:P)

Notice Type:

Presolicitation

Posted Date:

December 22, 2011

Response Date:

Jun 30, 2012 11:59 pm Eastern

Archiving Policy:

Automatic, 15 days after response date

Archive Date:

July 15, 2012

Original Set Aside:

N/A

Set Aside:

N/A

Classification Code:

R -- Professional, administrative, and management support services

NAICS Code:

928 -- National Security and International Affairs/928120 -- International Affairs

Synopsis:

Added: Dec 22, 2011 1:49 pm

BUDGET AND FINANCIAL ACCOUNTABILITY ADVISORS

TREASURY & CASH MANAGEMENT

Candidates must be U.S. citizens or U.S. resident aliens.

The Budget and Financial Accountability program within the U.S. Department of the Treasury's Office of Technical Assistance is competitively recruiting individuals to serve as resident (long-term) and intermittent (short-term) advisors in the areas of budgeting and financial management. Advisors provide support primarily to ministry of finance governmental officials in developing countries. Advisors are hired under personal services contracts or through the Intergovernmental Personnel Act Mobility Program, which provides for the temporary assignment of personnel between federal, state and local governments and other eligible organizations (www.opm.gov/PROGRAMS/IPA/). This recruitment is for assignments globally and significant international travel is required.

Responsibilities and Duties:

- Provide technical advice on efficient and cost-effective management of the government's cash, other financial assets and short term liabilities.
- Design treasury management organizations and cash management teams including designing staffing complements and job descriptions.
- Draft and implement laws, regulations, standards and manuals applicable to treasury and cash management policies and procedures.
- Organize and perform on-the-job and classroom training in financial planning, cash management and treasury related areas.
- Provide guidance on ministry of finance relationships with both central banks and commercial banks.
- Design and implement processes for both manual and automated systems to streamline and provide more predictability into the receipting and disbursement processes including use of electronic payments, credit, debit and stored value card technologies and "mobile cash" options..
- Design and implement cash flow planning and forecasting methodologies and techniques.
- Design and implement the treasury single account concept with linked and consolidated bank accounts.

Qualifications:

BA in accounting or finance required with Masters in public finance or related field preferred

- Certified Treasury Professionals (CTPs) and Certified Public Finance Officers (CPFOs) are preferred
- 5+ years in a treasury operation manager or cash manager position with additional experience in a financial leadership position such as treasurer in a state or large-sized local government. Experience in developing countries will be viewed positively
- Strong knowledge of and experience with financial planning, budgeting, cash flow forecasting, and treasury operations, including banking relationships, receipting and payment systems
- Proficient in use of personal computers and MS Office Products and general office equipment
- Self-starter with ability to work independently
- Exceptional analytical and problem solving abilities

- Ability to motivate the client and build consensus
- Ability to be flexible by changing focus and approaches based on needs of the client
- Strong communication and leadership skills
- Knowledge of international standards and best practices is desirable
- Proficiency in French, Spanish, Portuguese or other languages is highly desirable

SALARY AND BENEFITS: Salaries are negotiable in accordance with government regulations based on demonstrated salary history and market comparability of similar positions. *The salary range is from \$123,758 to \$165,300 (at equivalent hourly pay) Overseas benefits are provided as allowed by federal regulations.* Successful applicants will be subject to medical clearance and a background security investigation at the appropriate level. *This announcement is open and continuous until June 30, 2012, although selections may be made in advance of that date based on program needs.* Applicants should submit a cover letter or resume by e-mail to: recruitment@ota.treas.gov or by mail to U.S. DEPARTMENT OF THE TREASURY, Office of Technical Assistance, Attn: Recruitment Coordinator, 740 15th Street, N.W., 4th Floor, Washington, D.C. 20220. You must reference *Solicitation # A12-023* on your cover letter and resume. No phone calls please and no hand carries. *Only applicants to be interviewed will be contacted.* **If you wish to be considered for this announcement and all future announcements for Budget and Financial Accountability Program, you must state so in the cover letter to your application.** For application materials, visit our web site at: www.treasuryota.us or www.fedbizopps.gov (search by *Solicitation # A12-023*).

The U.S. Government is an Equal Opportunity Employer

Contracting Office Address:
6009 Oxon Hill Road, Suite 500
Oxon Hill, Maryland 20745

Place of Performance:
World-wide

United States

Primary Point of Contact.:
Marsha L Anderson,
Contracting Officer
Marsha.L.Anderson@irs.gov
Phone: 202-283-1311
Fax: 202-283-6083

Opportunity History

- Original Synopsis

Dec 22, 2011

1:49 pm

