

# Budget Officer

## APS Minimum Recruitment Standards

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### Opted Out and Excluded

**Effective Date:**

June, 2002

**Stream Definition:**

The work involves professional review, analysis and forecasting of expenditures and revenues. Budget Officers prepare economic projections and background data required for budgetary projections, review revenue and expenditure trends and prepare reports on these trends; and conduct special studies on the relation of general economic conditions to budgetary requirements. Work also includes preparing budget estimates, and analyzing and making recommendations on program objectives and proposed spending levels.

**Minimum Recruitment Standards:** Budget Officer Level 1  
 Budget Officer Level 2  
 Budget Officer Level 3

## Budget Officer Level 1

**Minimum Recruitment Standard:**

- University graduation in a related field and no experience required; or equivalent as described below.

**Equivalency:** An equivalent combination of education and experience which includes as a minimum, completion of a recognized applied accounting degree or diploma program.

**Class #:**

- [511BO](#)

## Budget Officer Level 2

**Minimum Recruitment Standard:**

- University graduation in a related field plus two years related experience; or equivalent as described below.

**Equivalency:** An equivalent combination of education and experience which includes as a minimum, completion of a recognized applied accounting degree or diploma program.

**Class #:**

- [512BO](#)

## Budget Officer Level 3

**Minimum Recruitment Standard:**

- University graduation in a related field plus four years related experience; or equivalent as described below.

**Equivalency:** An equivalent combination of education and experience which includes as a minimum, completion of a recognized applied accounting degree or diploma program.

**Class #:**

- [513BO](#)

Last Review / Update: 2014-12-05