



## CALIFORNIA DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT

- **Job Title:** Associate Governmental Program Analyst
- **Working Title:** Associate Governmental Program Analyst
- **Salary:** \$5,383.00 - \$6,739.00 per month
- **Final Filing Date:** 10/15/21
- **Work Type/Schedule:** Permanent Fulltime
- **Work Location:** Sacramento County

### **Description:**

Under general direction, the Associate Government Program Analyst, works to provide assistance by completing complex technical and analytical assignments. May serve as the liaison for contracts and communications and may assist with the coordination of personnel and facilities matters.

### **Desirable Qualifications:**

- Experience with project management
- Experience reviewing policies
- Experience as an administrative assistant
- Strong communication skills
- Experience working with governmental agencies
- Experience maintaining an executive calendar
- Experience working with sensitive and confidential issues

Please click [here](#) to apply.