

Facilities Cost Analyst

Published Date: Oct 24, 2025

Location: US

Company: Los Angeles Unified School District

SALARY DETAILS

\$46.99 - \$57.85 Hourly

APPLICATION FILING DATES

Open: 10/24/2025

Close: 11/17/2025

INFORMATION ABOUT LAUSD

We are LAUSD. We are at the forefront of innovation in public education, focused on a clear and inspiring vision of the future for all of our students as they venture forward on their journey as lifelong learners. Here, you will have the opportunity to exercise your potential in a role supporting the business of education. Our work directly contributes toward the goal of ensuring that our students graduate ready for the world – ready to thrive in college, career and life. LAUSD is the second largest school district in the nation with an enrollment of nearly 575,000 students. We serve an area totaling 710 square miles, with over 1,190 schools and educational centers, and we employ over 74,000 individuals, making us one of the largest employers in our city.

LAUSD EMPLOYEES: Please be advised that all LAUSD employees must sign in to the GlobalProtect Virtual Private Network(VPN) in order to submit an application from an external network outside of an LAUSD location. For assistance with installing the GlobalProtect virtual network, please contact Information Technology Services at (213) 443-1300 or (213)241-5200 or via their page (<https://www.lausd.org/helpdesk>)

DEPARTMENT OR SCHOOL SITE

The Program Support Services Branch provides financial and operational management for Facilities Services Division (FSD) functions as well as the FSD Bond Program. This includes financial analysis and reporting, facilities legislation, grants and funding activities, staff planning, technology services, program controls, and payment processing. The Branch manages a variety of funds and funding sources, the annual budget development, and

multi-year capital project budgets. In addition, staff manage the facilities job cost systems and processes, and work to assure prompt, accurate, and efficient vendor payments. To learn more about FSD Program Support Services, please visit their site at:

<http://www.laschools.org/new-site/program-support/>

BENEFITS

Insurance: Paid premiums for your choice of several medical, dental, vision, and life insurance plans.

Retirement: Membership in the California Public Employee Retirement System (CalPERS).

Vacation: Full-time employees earn up to two weeks of paid vacation to start. Three weeks after five years of year-round paid service.

Paid Holidays: Up to 13 days.

NOTE: Positions in this job classification may be offered on a 10 or 11 month basis - salary and paid time off for 10 or 11 month positions will be adjusted accordingly.

JOB DUTIES/RESPONSIBILITIES

A Facilities Cost Analyst develops, supervises, and recommends procedures for obtaining and processing high volumes of cost and operations data from the Facilities Services Division using current database and fiscal system applications.

Typical duties may include:

- Monitors, controls, and commits funds using facilities applications systems, tracking software and database programs, or accounting software.
- Analyzes historical and operational financial and fiscal data related to Facilities Services Division construction project budgets and expenditures.
- Oversees and supports construction related budgeting, receivables, procurement, payments, and job costs.
- Develops, analyzes, and maintains annual budget preparation and revisions.

MINIMUM REQUIREMENTS

Education:

Graduation from a recognized college or university with a bachelor's degree in accounting, public or business administration, or economics. It is preferable that degrees in non-accounting-related majors be supplemented by college-level courses in accounting.

Experience:

Three years of experience in financial analysis, budgeting, cost accounting or auditing, including analysis of income and expenditure statements, budgets, or cash flow.

Experience in project cost-accounting for a large-scale construction company and use of computerized accounting and budget systems is preferable.

Special:

A valid California Driver License.

Use of an automobile.

DESIRABLE QUALIFICATIONS

The ideal candidate will be motivated, well-organized, and highly competent individuals with a working knowledge of accounting theory, practices, and procedures; budgetary practices and procedures; techniques of cost analysis as applied in construction management; database applications/computerized accounting and budget systems; computerized data processing and its application to cost control and management reports and analysis. Furthermore, he or she will demonstrate the ability to prepare clear and concise reports containing a variety of financial and administrative data; devise a variety of methods, procedures, and systems to resolve budget, financial and administrative problems; analyze complex information, present reports to management for executive decision making; and develop and improve methods and procedures for obtaining information and comparing cost data.

EMPLOYMENT SELECTION PROCESS

Please be sure to include correspondence from @successfactors.com and @lausd.net as an approved sender so that messages aren't accidentally placed into your spam/junk e-mail folder. We anticipate receiving a number of well qualified applicants for this position; therefore, there will be a competitive process. The hiring departments have requested that we proceed with the selection process in an expeditious and timely manner. To honor this request we will be adhering to a pre-planned employment assessment schedule. If you are unable to attend the scheduled assessment dates, please note that we recruit for this

position on a regular basis. We encourage you to visit our website, <http://www.lausdjobs.org> periodically to check for the next recruitment and we encourage you to apply again. For more information about the LAUSD employment assessment process, visit the hiring process section of our website at <http://www.lausdjobs.org>.

APPLICATION PROCESS

DO YOU NEED TECHNICAL ASSISTANCE WITH THE ON-LINE APPLICATION? Email us at helpmeapply@lausd.net

To find out whether the application deadline has been extended, visit the website at: <http://www.lausdjobs.org>. The Los Angeles Unified School District intends that all qualified persons shall have equal opportunities for employment and promotion. Reasonable accommodations in completing an application and testing are available to individuals with disabilities. Please call (213) 241-3455 for more information.

ADDITIONAL POSTING INFORMATION

The Los Angeles Unified School District is committed to providing a working and learning environment free from discrimination, harassment, intimidation, abusive conduct, or bullying. The District prohibits discrimination, harassment, intimidation, abusive conduct or bullying based on actual or perceived race or ethnicity, gender/sex (including gender identity, gender expression, pregnancy, childbirth, breastfeeding/lactation status and related medical conditions), sexual orientation, religion, color, national origin (including language use restrictions and possession of a driver's license issued under Vehicle Code), ancestry, immigration status, physical or mental disability (including clinical depression and bipolar disorder, HIV/AIDS, hepatitis, epilepsy, seizure disorder, diabetes, multiple sclerosis, and heart disease), medical condition (cancer related and genetic characteristics), military and veteran status, marital status, registered domestic partner status, age (40 and above), genetic information, political belief or affiliation (unless union related), a person's association with a person or group with one or more of these actual or perceived characteristics, or any other basis protected by federal, state or local law, ordinance, or regulation in any program or activity it conducts or to which it provides significant assistance. For inquiries or complaints contact our Equal Opportunity Section, (213) 241-7685. Selection and promotion are based on a competitive employment assessment process. Candidates who pass all parts of the assessment process are placed on a hiring (eligibility) list based on their assessment score. Hiring departments may make job offers to candidates on the top three ranks of the hiring list. Eligibility typically lasts for 12 months. The hiring list resulting from this assessment process may be used to fill open

positions in related job classifications. Follow us on: <https://twitter.com/lausdjobs>
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