



## Fiscal Monitor

Topeka, KS

KHRC is looking for a Fiscal Monitor for the Community Solutions Division. This position will:

- Work with program staff to prepare and update program budgets and State Plans.
- Provide fiscal oversight for subrecipient agencies including financial and production analysis, expense verification, cash management, and capital inventory management.
- Apply program policy to all fiscal program aspects and maintains fiscal policy for the respective programs.
- Review contracts and other program materials to ensure compliance with 2 CFR 200 and other fiscal grant requirements.
- Develop and maintain fiscal monitoring tools used in the desk and on-site subrecipient fiscal monitoring evaluations
- Assess and provide formal on-site training and technical assistance to subrecipients in fiscal policies and procedures.
- Coordinate, schedule, and conduct desk and on-site monitoring evaluations of each subrecipient as required per grant regulations.
- Follows up on deficiencies and reports issues to appropriate parties, as applicable.

\*Please note: This position requires moderate travel throughout the state of Kansas, including overnight stays. Due to the travel, a valid drivers license is required.

### Knowledge, Skills and Experience

Four-year accredited college degree in finance or accounting plus four years of experience in accounting and/or auditing. A combination of education and experience may be accepted as determined relevant by KHRC.

### What We Offer

Paid Time Off  
Discretionary Day  
Paid Holidays  
Paid Maternity/ Paternity Leave  
Medical, Dental, and Vision Insurance  
Retirement Plan  
Tuition Assistance  
Paid Covered Parking

**Resumes will be accepted until Tuesday, June 11, 2024.**

## Kansas Housing Resources Corporation

*We help Kansans access the safe, affordable housing they need and the dignity they deserve.*

*KHRC is committed to providing access, equal opportunity and reasonable accommodation to all individuals in employment, its service, programs and activities.*

TO APPLY, SEND COVER LETTER AND RESUME TO:

### Katelyn Ramirez

Human Resources Generalist  
611 S Kansas Avenue, Suite  
300 Topeka, KS 66603

PHONE:  
785-217-2052

WEBSITE:  
[kshousingcorp.org](http://kshousingcorp.org)

EMAIL:  
[hr@kshousingcorp.org](mailto:hr@kshousingcorp.org)

Starting pay for this position is  
\$34.62 depending on experience.