



FAIR POLITICAL PRACTICES COMMISSION

JOB OPPORTUNITY BULLETIN

POSITION: Staff Services Analyst, FPPC

SALARY: \$3861.00 - \$6464.00

DIVISION: Enforcement

FINAL FILING DATE: February 9, 2026

DUTIES AND RESPONSIBILITIES

Under the direction of the Intake Manager, reviews and analyzes referrals from other agencies about alleged violations, searches public records to proactively uncover violations, and makes a recommendation as to how the Enforcement Division should proceed. This evaluation requires a detailed analysis of the facts provided by the referring agencies. Incumbents also offer violators an opportunity to resolve their violations as required by the streamline settlement program. They draft streamline stipulations, letters, and PREP (Political Reform Education Program) documents for review and finalization by Political Reform Consultants, the Intake Manager, and the Assistant Chief of Enforcement.

Corresponds orally and in writing with respondents and filing officers in order to obtain necessary information and documentation and to answer questions. Corresponds with the PREP team regarding non-filers that qualify for PREP.

Confers with staff regarding questions and issues pertaining to the application of provisions of the Political Reform Act to specific factual situations.

Performs other duties as required.

****This position is subject to the Form 700 Statement of Economic Interests filing requirements. ****

Who May Apply: Individuals eligible for appointment to the above class (transfer, list, reinstatement).

How to Apply: Applications will be screened, and only the most qualified candidates will be scheduled for an interview. If you wish to be considered for the position, please apply at:

<https://calcareers.ca.gov/CalHrPublic/Jobs/JobPosting.aspx?JobControlId=506522>

Or forward a State application (STD. 678) and résumé to:

Fair Political Practices Commission
Attn: Michelle Rios
1102 Q Street, Suite 3050
Sacramento, CA 95811

Contact: Michelle Rios, (279) 237-5996

01/30/2025

It is the policy of the Fair Political Practices Commission to prohibit any form of discrimination based on race, sex, religion, age, national origin, sexual orientation or disability in every phase, or personnel policy and practice, in the recruitment, employment, advancement and/or treatment of all employees and applicants.

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