CAREER OPPORTUNITY

The State of California is an equal opportunity employer to all, regardless of age, ancestry, color, disability (mental and physical), exercising the right to family care and medical leave, gender, gender expression, gender identity, genetic information, marital status, medical condition, military or veteran status, national origin, political affiliation, race, religious creed, sex (includes pregnancy, childbirth, breastfeeding and related medical conditions), and sexual orientation.

<table>
<thead>
<tr>
<th>DEPARTMENT:</th>
<th>Financial Information System for California (FI$Cal)</th>
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</thead>
<tbody>
<tr>
<td>CLASSIFICATION:</td>
<td>Associate Governmental Program Analyst</td>
</tr>
<tr>
<td>RELEASE DATE:</td>
<td>February 5, 2015</td>
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<tr>
<td>FINAL FILING DATE:</td>
<td>Until Filled</td>
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<td>TENURE/TIME BASE:</td>
<td>PERM/FT</td>
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<td>CBID:</td>
<td>R01</td>
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<td>POSITION NUMBER(S):</td>
<td>333-250-5393-002</td>
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<tr>
<td>SALARY RANGE:</td>
<td>$4,488-$5,618 Per Month</td>
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<td>TEAM(S):</td>
<td>Project Management Office, Schedule and Resource Unit</td>
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DOING WHAT IS BEST FOR THE FUTURE OF CALIFORNIA’S FINANCIAL ENTERPRISE!

Looking for a change? Do you want to make a real difference? Join the team responsible for changing financial management in the State of California.

The Financial Information System for California (FI$Cal) is a historic partnership of the Department of Finance, the State Treasurer's Office, the State Controller's Office, and the Department of General Services — to transform the existing budgeting, accounting, procurement, and cash management systems to optimize the financial business management of the State. FI$Cal will allow the State to operate as a single enterprise for the first time in history.

Join FI$Cal. With a passion for implementing change and vision for enterprise-wide thinking, you will take a leading role in achieving our goal to bring enterprise resource planning tools and statewide process improvement to the State of California.

THE FI$CAL PROJECT IS SEEKING MOTIVATED CANDIDATES WITH THE FOLLOWING CHARACTERISTICS:

✧ Ability to exercise a high degree of initiative, independence of action, and originality;
✧ Ability to learn rapidly, follow directions, and communicate effectively with others;
✧ Ability to work unscheduled excess hours if needed to achieve Project goals;
✧ Ability to maintain regular, consistent, and predictable attendance.

Candidates must also:

✧ Demonstrate good judgment, tact, initiative, and diplomacy;
✧ Be highly adaptable – and have the ability to adjust to multiple, changing priorities requiring quick turnaround;
✧ Be able to work in a matrix team environment, collaboratively and cooperatively with staff from multiple departments and agencies, and numerous vendors.
DUTIES: Under the general direction of the Schedule and Resource Unit Manager, Data Processing Manager III, and working as a member of the multidisciplinary Project team, the Associate Governmental Program Analyst serves as the Project Technical Writer to carry out the difficult tasks of writing, editing, managing, and controlling project documentation, including creating, updating, and storing Project plans, manuals, status reports, meeting minutes, and other information technology documents. The incumbent also provides document control support relative to implementation of the FI$Cal management plans, reference manuals, and PMO training materials. As the Project Technical Writer, the incumbent will also be responsible for facilitating and developing the Annual Legislative Report.

The incumbent ensures adherence to the Project business and technology vision, goals and objectives, coordination of activities within the unit, and the applicable responsibilities/activities with the rest of the FI$Cal team. The incumbent is responsible to follow the FI$Cal Project Management Standards and will be cross-trained in Project activities to provide back-up and succession planning.

WHO MAY APPLY: Current State employees at the Associate Governmental Program Analyst level, those within transfer range, or individuals who have list eligibility.

Please write “RPA # F14-087 / Position # 333-250-5393-002” on your application and indicate the basis of your eligibility in the job title section. Applications without this information may be rejected.

The selected candidate considered for the advertised position may be required to undergo a fingerprint clearance and any offer of employment will be contingent upon live scan fingerprint results.

APPLICATIONS SUBMITTED VIA EMAIL OR FACSIMILE WILL NOT BE ACCEPTED.

LOCATION OF WORK: Positions are headquartered at the FI$Cal Project which is currently located at 2000 Evergreen Street, Sacramento, CA. This location has free parking!

SEND APPLICATION AND RESUME TO:
FI$Cal Project
Human Resource Office
2000 Evergreen Street, Ste. 101
Sacramento, CA 95815
Telephone: (916) 576-5240
TDD*: (916) 324-6547

APPLICATIONS WILL BE SCREENED AND ONLY THE MOST QUALIFIED WILL BE SCHEDULED FOR INTERVIEWS. ALL APPOINTMENTS ARE SUBJECT TO APPLICABLE PERSONNEL RULES.

California relay (telephone) service for the deaf and hearing impaired
From TDD* phones: (800) 735-2929 From Voice phones: (800) 735-2922
*TDD is a telecommunication device for the deaf and is accessible only through phones equipped with a TDD device.

ADDITIONAL INFORMATION: For general information about the FI$Cal Project, visit: http://www.fiscal.ca.gov