



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 (including pregnancy, childbirth, breastfeeding and related medical conditions), and sexual orientation.

DEPARTMENT:	FI\$Cal Project	RELEASE DATE:	December 31, 2015
CLASSIFICATION:	Senior Information Systems Analyst (Specialist)	FINAL FILING DATE:	January 22, 2016
TENURE/TIME BASE:	Permanent/Full Time	POSITION NUMBER(S):	333-200-1337-008
CBID:	R01	TEAM(S):	Project Management Office (PMO)
SALARY RANGE:	\$5,824 - \$7,655 Per Month		

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 (DPM III), and working as a member of the multidisciplinary Project team, the Senior Information Systems Analyst (Sr. ISA) (Specialist) serves as the Project



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Management Office (PMO) Scheduler to carry out the difficult tasks of developing, analyzing, maintaining, tracking and monitoring the Project's schedules. The incumbent is also responsible for troubleshooting Microsoft Project and Project Server technical issues, designing and assisting the Technical team in creating and maintaining automated SQL reports for Project Server, and training, coaching and mentoring Project staff on Schedule Management and the MS Project application.

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 for following the FI\$Cal Project Management Standards and will be cross-trained in Project activities to provide back-up and succession planning.

The incumbent will use the Project's Schedule Management Plan to develop and maintain the Project's highly complex integrated schedules and will communicate, consult, and negotiate project schedule activities with various project team members. The incumbent is also responsible for performing complex analysis of Earned Value data, Schedule Risk data, variance data and resource utilization in order to provide management with the information needed to make critical Project schedule decisions; develop, coordinate, and conduct Schedule Management and tool training to Project staff; lead the implementation of MS Project upgrades/updates; and lead the design and development of custom Project Server reports, dashboards, and queries as needed by the schedule team. The incumbent will be responsible for performing schedule management and MS Project updates which includes multiple schedules consisting of thousands of lines. The incumbent should also stay abreast of industry best practices in schedule management methodologies.

The incumbent should have the ability to work under pressure to meet deadlines and possess excellent verbal and written communication skills and will provide coaching and mentoring to Project Staff as well as other schedulers

WHO MAY APPLY: Current State employees at the Sr. ISA (Spec) level, those within transfer range who also meet the Minimum Qualifications for Sr. ISA (Spec), or individuals who have Sr. ISA (Spec.) list eligibility.

Please write ***"PMO Senior ISA (Spec) - Position # 333-200-1337-008 (RPA F15-082)"*** on your application and indicate the basis of your eligibility in the job title section. Applications without this information may be rejected.

The selected candidates considered for the advertised position will 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!**



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SEND APPLICATION AND RESUME TO:

FI\$Cal Project
Human Resource Office
2000 Evergreen Street, Ste. 120
Sacramento, CA 95815

Telephone: (916) 576-5240

TDD*: (916) 324-6547

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

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.