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>
<th>RELEASE DATE:</th>
<th>April 22, 2015</th>
</tr>
</thead>
<tbody>
<tr>
<td>CLASSIFICATION:</td>
<td>Senior Information Systems Analyst (Specialist)</td>
<td>FINAL FILING DATE:</td>
<td>Until Filled</td>
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<tr>
<td>TENURE/TIME BASE:</td>
<td>24 Month Limited Term/FT</td>
<td>POSITION NUMBER(S):</td>
<td>333-250-1337-001</td>
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<td>CBID:</td>
<td>R01</td>
<td>TEAM(S):</td>
<td>Project Management Office</td>
</tr>
<tr>
<td>SALARY RANGE:</td>
<td>$5,682 - $7,468 Per Month</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 (DPM III), and working as a member of the multidisciplinary Project team, the Senior Information Systems Analyst (Specialist) (Sr. ISA) serves as the Project 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 of Project staff on Schedule Management and the MS Project application.

REQUIRED SKILL SETS
- Knowledge of principles of public administration, organization, and management
- Knowledge of information technology systems equipment, software, and practices
- Knowledge of analytical techniques
- Knowledge of technical report writing
- Ability to analyze information and situations
- Ability to apply creative thinking in the design of methods of processing information with information technology systems
- Ability to monitor and resolve problems with information technology systems hardware, software, and processes
- Ability to establish and maintain effective working relationships with others
- Ability to communicate effectively

HIGHLY DESIRABLE QUALIFICATIONS
- Knowledge and experience with Microsoft Project Server.
- Expert knowledge and experience using MS Project software.
- Expert knowledge of Schedule Management best practices.
- Currently working as a scheduler
- Application of the most complex analyses in support of the most complex project schedules.
- Expertise using Microsoft Project reporting tools to develop the most complex reports for management and outside control agencies.
- Experience developing reports with Microsoft SQL Server and SSRS
- Knowledge of Project Management Institutes Project Management methodologies and/or experience performing on a large and highly complex project
- Knowledge of Earned Value Management methodologies
- Ability to adjust to evolving priorities and challenges
- Ability to logically plan and organize work
- Ability to use initiative and independent judgment in resolving issues
- Thorough knowledge of the State’s project management and information technology reporting requirements.
- Must have proficiency in the Microsoft™ Office suite of applications, particularly Word, and Excel®
- Experience in performing complex analytical studies, research, and activities.
- Ability to lead cross-functional team members in information technology research studies and tasks associated with project management scheduling activities
- Ability to facilitate various meetings, including schedule review sessions
- Ability to lead the development of corrective actions, implementation, and follow-up for compliance with project management standards
- Ability to apply critical thinking skills to assigned tasks
WHO MAY APPLY: Current State employees at the Senior Information Systems Analyst (Specialist) level, those within transfer range, or individuals who have list eligibility.

Please write “RPA # F14-097 / Position #333-250-1337-001” on your application and indicate the basis of your eligibility in the job title section. Applications without this information may be rejected.

Previous applicants will be considered and need not reapply.

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

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.