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DEPARTMENT:	Financial Information System for California (FI\$Cal)	RELEASE DATE:	October 11, 2016
CLASSIFICATION:	Staff Information Systems Analyst (Supervisor)	FINAL FILING DATE:	Open Until Filled
TENURE/TIME BASE: CBID:	Permanent/Full Time S01	POSITION NUMBER(S):	333-400-1316-001
SALARY RANGE:	\$5,560.00 - \$7,311.00 Per Month	DIVISION:	Project Delivery Division Readiness Unit

Pending Budget Approval

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 or FI\$Cal Project) 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 supervision of the Onboarding Manager, Senior Information Systems Analyst (Sr. ISA) (Supervisor), the Staff Information Systems Analyst (Staff ISA) (Supervisor) serves as the Project's Readiness Manager and will function as a Subject Matter Expert (SME) in agency and department system implementation of the FI\$Cal financial information technology solution. The incumbent works within the CMO and will focus on organizational change management efforts designed to formulate and implement the new FI\$Cal Procurement, Budgeting, and Accounting software solution statewide to over 154 departments and 16,000 state employees and stakeholders. The incumbent works in collaboration with the Sr. ISA (Sup), CMO Assistant Deputy Director, the Project Delivery Division (PDD) Deputy Director, the CMO Retention Unit, Training Unit, partner control agency staff, and other team leads in a matrix organization.

The Staff ISA (Supervisor) will supervise and mentor a small group of analysts (known as Readiness Coordinators) responsible for performing a wide variety of complex, sensitive analytical activities in support of the statewide implementation of FI\$Cal, and support onboarding communications, training, and deployment strategies as well as the development of project plans and tools. The incumbent, along with the Readiness Coordinators, will work with department business and technical Subject Matter Experts (SMEs) to ensure they understand the user department's tasks for the FI\$Cal system.

The incumbent is responsible for ongoing, readiness coordination activities, which include assisting departments in the analysis, design, development, test, and deployment phases of the FI\$Cal project implementation, and will also perform a variety of IT system support activities related to the analysis, configuration, design, and implementation of the FI\$Cal system and migration from departmental legacy systems. The Staff ISA (Supervisor) also serves as the lead for the implementation of deployment plans and tasks throughout the FI\$Cal Project's lifecycle and should understand and have knowledge of Change Management methodology. Overall, the incumbent will serve as the lead for the first line of customer interaction, and is responsible to drive the successful adoption of the largest public-sector Enterprise Resource Planning (ERP) system in the nation, and possibly the world.

HIGHLY DESIRABLE QUALIFICATIONS:

- Excellent analytical and organizational skills, highly detail-oriented
- Excellent written and verbal communication skills
- Experience with large group facilitation
- Understanding and knowledge of Change Management principles, practices, and methodology
- Understanding and knowledge of project management methodology
- Understanding of Project's functional business/technical designs and how they relate to deployment
- Proficiency in analyzing state functional and administrative processes
- Proven proficiency in using all of the following: Microsoft Word, Project, Visio and Excel
- Dedication to working excess hours to achieve project schedule requirements
- Ability to plan, organize and direct the work of other staff

- Ability to demonstrate tact, exercise sound judgment and maintain effective and cooperative working relationships
- Ability to use refined tact and interpersonal skills
- Availability to travel as needed
- Ability to thrive in a collaborative, dynamic matrix organization
- Enjoy working in a challenging environment
- Ability to adjust to evolving priorities and challenges
- Ability to work as a team member to meet goals and objectives
- Ability to communicate diplomatically and effectively, both orally and in writing
- Ability to logically plan and organize the work
- Knowledge in business process analysis

WHO MAY APPLY: Current State employees at the Staff Information Systems Analyst (Supervisor) level, those within transfer range, or individuals who have list eligibility.

HOW TO APPLY: All interested candidates must submit a State Application (Std. 678, Rev. 10/2013) with original signature to the address listed below. **Please write “RPA # F16-045, Position # 333-400-1316-001” on your application and indicate the basis of your eligibility in the job title section (i.e. Training and Development, List Eligibility, Lateral Transfer, and etc.).** Applications without this information may be rejected. Please do **not** include page 5 (Equal Employment Opportunity questionnaire) of the State Application.

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 located at FI\$Cal Project headquarters, 2000 Evergreen Street, Sacramento, CA, 95815. This location has free parking!

SEND APPLICATION TO:

Financial Information System for California
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 LAWS AND 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.