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<b>DEPARTMENT</b>	Financial Information System for California (FI\$Cal)	<b>DIVISION</b>	Service Center & Portfolio Management Division (SCPMD), FI\$Cal Service Center (FSC), Customer Service & Analytics Section
<b>CLASSIFICATION</b>	Staff Information Systems Analyst (Specialist)	<b>POSITION NUMBER(S)</b>	333-250-1312-011
<b>TENURE/TIME BASE CBID</b>	Permanent/Fulltime R01	<b>SALARY RANGE</b>	\$5,507.00 - \$7,242.00 Per Month
<b>RELEASE DATE</b>	August 10, 2017	<b>FINAL FILING DATE</b>	August 24, 2017

## 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.

### FI\$Cal 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 direction of the FI\$Cal Service Center (FSC) Staff Services Manager II, the Staff Information Systems Analyst (Specialist) works as part of the multidisciplinary team of Service Center support staff. The Staff Information Systems Analyst (Specialist) plays an important role in the overall success of the FI\$Cal System by providing highly visible production data and reports.

The Staff Information Systems Analyst (Specialist) serves as a Service Process Analyst in the FSC with a working level knowledge of Information Technology Service Management (ITSM) principles, processes

and methodologies. The Staff Information Systems Analyst (Specialist) is responsible for documenting workflows and processes within the ServiceNow platform and will work closely with the service delivery managers to gather and document requirements that outline how the Information Technology Infrastructure Library (ITIL) framework will be implemented for Level 0 - 3 service delivery. In addition, the Staff Information Systems Analyst (Specialist) will function as a change agent by identifying and driving process change and new process creation. The Staff Information Systems Analyst (Specialist) provides assistance and support to departmental end-users regarding reporting and analysis of FI\$Cal System incidents trends. This includes soliciting, documenting, mapping, and implementing the end-to-end processes required for quality and efficient service delivery.

**WHO MAY APPLY:** Current State employees at the Staff Information Systems Analyst (Specialist) 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). **Applications must be completed fully, including “to” and “from” employment dates (m/d/y), hours per week and prior employer contact information including contact number. In addition, please write “RPA # F17-015 / Position # 333-250-1312-011” in the “Examinations or Job Title” section on your application and indicate the basis of your eligibility in the job title section (i.e. Training and Development, List Eligibility, Lateral Transfer, etc.). Applications without this information may be rejected.** Please do **not** include page 5 (Equal Employment Opportunity questionnaire) of the State Application.

For more information, visit the [official bulletin](#). This recruitment may be used to fill multiple vacancies within the next 60 days.

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	Telephone:	(916) 576-5240
Human Resource Office		
2000 Evergreen Street, Ste. 120	TDD*:	(916) 324-6547
Sacramento, CA 95815		

**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.