JOB VACANCY

Response Due Date: **July 27, 2011**

Title and Salary Grade: **Information Technology Specialist 5 (Special Expertise), NS (Equated to Grade 27)**
Item # 51204

Salary Range: From $81,856 to $100,822 Annually

Negotiating Unit: PS&T

Location: **Planning and Technology,
Developer Support/COTS Unit
W. Averell Harriman State Office Campus, Bldg 12
Albany, NY 12240**

Number and Status of Vacancy: One temporary vacancy. Five-year Term position under Section 66 of the Civil Service Law In-sourcing Initiative.

Travel Requirements: Occasional

Duties: This position is responsible for the integration of PeopleSoft Financials components with other applications and business processes, to support the accounting requirements of the Department of Labor.

- Analyze the existing business requirements and documentation and propose solutions using combined assets including PeopleSoft Financials, and identify inputs and outputs, screens, and processes;

- Work with a team to complete detailed system design in a new system and/or make changes to an existing system using the standard DOL framework design in a Service Oriented Architecture, which may include specifications for customizations for PeopleSoft, or creation of requirements for other processes needing to interface with PeopleSoft and may also involve the creation or alterations of the Department's Chart of Accounts and accounting structures to accommodate new information or accounts being managed by Peoplesoft Financials;

- Document or review and approve documentation produced by other staff, that describe the design and programs using the DOL standard documentation such as but not limited to business process models, RSA models, deployment log, program documentation and Oracle UPK;

- Review systems documentation, check for completeness and ensure project artifacts are organized in Rational Clear Case;

- Test each business process developed or modified using PeopleSoft Financials to ensure it works correctly, either as a stand-alone component or with any other related programs or systems and assure the requirements/specifications are satisfied;

- Implement the new or modified system, review the system documentation and check system for completeness;

- Coordinate the implementation with the appropriate staff and ensure identified bugs are prioritized and fixed;

- Follow up implementation with a lessons learned effort and may support end users in the use of new systems or procedures; and

- Attend and participate in project team meeting and report progress.

Required Qualifications: Bachelor's degree in Accounting and six years experience as a Business Analyst/Functional Lead on PeopleSoft Financials implementation projects at version 8.4 or higher.

The above experience must include all of the following:

- Business Analyst or Functional Lead of 2 full life-cycle (must include analysis, design, development, implementation, production support, and maintenance) PeopleSoft Financials implementation or upgrade projects at version 8.4 or higher;

- Functional Lead for two full life-cycle PeopleSoft Financials General Ledger (GL) module implementation projects at version 8.4 or higher; and

- Completion of a full life-cycle PeopleSoft Financials implementation project as the Functional Lead for two of the following modules at version 8.4 or higher:

  - Accounts Payable (AP);
  - Accounts Receivable (AR);
  - Project Costing (PC);
  - Purchase Order (PO);
  - Cash Management (CM); or
  - Expenses.

Additional Comments:

THIS WILL BE A TEMPORARY APPOINTMENT FOR A DURATION OF UP TO FIVE YEARS UNDER CHAPTER 500 SECTION 66 OF THE IT IN-SOURCING INITIATIVE. After serving two continuous years, candidates will have the opportunity to compete in an exam, which may result in a permanent appointment. For more information on the IT In-Sourcing Initiative, please visit: http://www.budget.state.ny.us/guide/ITInsourcing/IT_insourcing.html.

If you meet the required qualifications and are interested in applying, please forward a cover letter, resume and if applicable, documentation validating your educational credentials. Please reference job title and item number on your cover letter and/or resume when responding. Forward to one of the following contacts:

Email @ labor.sm.personnel.va@labor.state.ny.us

Fax @ 518/485-9495

If you have any questions, please contact our Personnel Office at 518/457-1220.