

State of Connecticut
JOB POSTING

OFFICE OF THE STATE COMPTROLLER
JOB OPPORTUNITY
INFORMATION TECHNOLOGY ANALYST1
PAYROLL SERVICES DIVISION – CORE-CT

PLEASE FOLLOW THE SPECIFIC APPLICATION FILING INSTRUCTIONS AT THE BOTTOM OF THIS PAGE!

Open To: Candidates on the Current Examination List
Location: 55 Farmington Avenue, Hartford, CT
Job Posting No: 721
Hours: 35 hours per week, Monday through Friday
Salary: (EU23) \$57,211 - \$73,248 annual
Closing Date: Thursday, June 11, 2015 – must be received no later than 5:00 p.m. by this date.

The Office of the State Comptroller (OSC) is currently seeking a qualified individual to fill the vacancy of an **Information Technology Analyst 1** position within the Payroll Services Division – Core-CT. This position is assigned to the Core-CT Human Resources Management System (HRMS) which uses Oracle PeopleSoft ERP software. HRMS is used by all State agencies, and consists of modules for Human Resources, Time and Labor, Benefits Administration and Payroll. The selected candidate will be accountable for performing a range of information technology tasks and application development in an IT environment.

Eligibility Requirements:

Candidates must have applied for and passed the **Information Technology Analyst 1** exam and be on the current certification list promulgated by the Department of Administrative Services for this classification. State employees currently holding the above title or those who have previously attained permanent status may apply for a lateral transfer. **Applicants will not have the opportunity to take the exam prior to the above closing date to qualify for this particular vacancy.**

Examples of Duties and Responsibilities:

Provide programming support for the Core-CT HRMS application which uses Oracle PeopleSoft development tools; work with the functional teams, State agencies and vendors; write programs to provide automated solutions to meet the State's business needs; apply PeopleSoft Tax updates and other software updates; analyze and fix system problems; develop application security; support the production batch processes which include integration to the Core-CT Financials module; monitor and support interface processing and perform other related duties as required.

Preferred Experience and Skills:

- **Programming experience is required, preferably with one or more of the following: Oracle Database, SQL, HTML, XML file creation, COBOL, SQR**
- **Programming within a large enterprise packaged system (such as PeopleSoft, SAP, Oracle) is preferred**
- **Experience with a rapid development tool such as Oracle Application Designer or MS.Net is a plus**
- **Strong written and verbal communication skills**
- **Ability to work in a fast-paced team environment**

Note: The filling of this position will be in accordance with reemployment, SEBAC, transfer, promotion and merit employment rules, if applicable.

Application Instructions:

Interested and qualified candidates who meet the above requirements must submit a cover letter, resume, three (3) letters of professional references from current and/or previous supervisors and the required **CT-HR-12** Application for Examination or Employment Form – available at: http://das.ct.gov/HR/Forms/CT-HR-12_Application.pdf (**Please indicate the job posting number on the application form**). State employees must include copies of their last three (3) Service Ratings in lieu of references no later than the closing date at the top of this announcement to:

Elena Vazquez, Human Resources Associate
Office of the State Comptroller
Administrative Services Division - Human Resources Office
55 Elm Street, 2nd Floor, Room 208
Hartford, CT 06106
Fax: 860-702-3324
Email: OSC.HR@ct.gov

INCOMPLETE APPLICATION PACKAGES AND THOSE RECEIVED AFTER THE CLOSING DATE INDICATED ABOVE WILL NOT BE CONSIDERED

AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER

The State of Connecticut is an equal opportunity/affirmative action employer and strongly encourages the applications of women, minorities, and persons with disabilities.