

State of Connecticut JOB POSTING

OFFICE OF THE STATE COMPTROLLER JOB OPPORTUNITY INFORMATION TECHNOLOGY SUBJECT MATTER EXPERT

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: Full-Time (35 hrs/week)
Salary: \$82,662 (EU32) Starting Salary
Closing Date: **Thursday, November 20, 2014** - Application materials must be received by 5:00 p.m. by this date.

The Office of the State Comptroller (OSC) is currently seeking qualified candidates to fill an **Information Technology Subject Matter Expert** position within the Payroll Services Division – Core-CT. The selected candidate will be accountable for functioning as a Subject Matter Expert in systems development and programming within the State's Oracle/PeopleSoft Core-CT Human Resources Management System.

Eligibility Requirement: Candidates must have applied for and passed the **Information Technology Subject Matter Expert** 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.**

Duties and Responsibilities: Serve as subject matter expert for the statewide Core-CT Human Resources Management System (HRMS) development team in the areas of systems development, programming, and production support, with an emphasis on the Time and Labor and Payroll modules; analyze System Investigation Requests involving the Payroll, Benefits, Time and Labor, and HR modules of the PeopleSoft application; research, analysis, redesign, develop and maintain PeopleSoft proprietary and custom applications in the highly complex Core-CT HR System; create and maintain automated Time & Labor calculations; create Time and Labor rules to generate leave accruals for groups that have calculations that are too complex to be accommodated by configuration of the delivered software; work closely with the Time and Labor functional team to ensure that the TL rules accurately reflect new and changed bargaining unit contract language; utilize both business and technical knowledge of the HRMS payroll processes, including the complexity of the various pay frequencies, the significance of the timing of batch processes, and integration points between modules and the financial system; ensure that the software is current with State and Federal regulatory changes by applying tax updates and upgrades to the software; coordinate end to end test cycles by working closely with the functional teams, which includes creating and communicating the test plan, working with DAS/BEST Production Control to schedule the test batches, researching and verifying results across multiple test environments; research issues on the Oracle Support web site and other on-line sources; lead resource for the production support activities for the Core-CT HRMS application; provide supervision and training to IT professionals in a junior level to give technical and functional guidance in the areas of developing and coding application programs, interface processing with other agencies and private vendors, production support and procedures for the production batch system; member of production support team for the HRMS Core-CT application batch process; provide technical support to Core-CT functional staff across all modules for complex ad hoc SQL development, reporting, and investigation of agency questions and issues; provide SQL extracts to the business owners as needed and performs other related duties as required.

Preferred Experience and Skills:

- **Considerable programming experience is required, preferably with two or more of the following: Oracle Database, SQL, HTML, XML file creation, SQR, PeopleTools;**
- **Extensive experience in applications development with PeopleCode and PeopleTools is required;**
- **Development experience within the PeopleSoft Human Capital Management application, version 9.1 or higher, including 2 or more of the following modules: Human Resources, Time and Labor, Benefits Administration, Payroll for North America, Talent Acquisition Management/Candidate Gateway;**
- **Experience with PeopleSoft self-service functionality;**
- **Extensive experience with PeopleSoft Time Administration module, including creation of custom Time and Labor rules and rule programs;**
- **Extensive experience with and functional understanding of PeopleSoft Payroll of North America, including processes that generate pay;**
- **Strong communication skills;**
- **Ability to excel 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 an Application for Examination or Employment Form (**CT-HR-12** – 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.