

PEOPLESOFT FINANCIALS IT ANALYST
(Classification: Information Systems Specialist II – Senior)

Napa County, California ~ A Tradition of Stewardship. A Commitment to Service.

SALARY: \$70,803 - \$95,181 Annually DOQ/DOE

Napa County, Information Technology Services, seeks a level II or senior level PeopleSoft Financial Analyst who has strong technical, communication and business savvy skills. *If you are a PeopleSoft Developer with a background in Financials and Enterprise Resource Planning (ERP) please apply today!*

WHY NAPA COUNTY?

Compensation is commensurate with experience and ability, and the County offers unique benefits not found at private sector organizations, such as:

- Work as part of a supportive and talented team of information technology professionals, who are dedicated and provide varying skills and specialties serving various departments and special districts.
- The County offers 9 health care plans in which the county pays a significant portion of the premiums for the employees and their dependents; dental insurance and vision insurance.
- 12 – 26 days of vacation annually depending on years of service, 11 paid holidays per year, 12 days earned per year for sick leave (unlimited accrual), and personal leave time.
- Life insurance - \$20,000 basic life and a supplemental optional amount of up to \$200,000.
- A 457 plan.
- Attractive retirement package.
- Work/Life balance and opportunities to acquire new skills.
- ***Rewarding career opportunity in a great place to work, live and play!***

THE JOB

This position reports to the PeopleSoft Supervisor and will:

- Review, analyze and validate business requirements to create detailed specifications for application solutions.
- Follow the established methodology and standard development life cycle (SDLC) processes, builds, tests, debugs, and documents application solutions.
- Participate in PeopleSoft upgrades, which include upgrades to tools and applications).
- Participate in projects to implement new PeopleSoft modules, such as Travel and Expense.
- Work on projects to simplify input into PeopleSoft Financials (A/R, Purchasing and General Ledger).
- Work independently to diagnose problems within PeopleSoft application system and research solutions.

What candidates need for this position:

- Two years of PeopleSoft programming and/or systems experience.
- Education: Equivalent to graduation from college with major coursework in management information systems, computer science, or closely related field and minor coursework in business principles. Additional qualifying experience may be substituted for the required education on a year for year basis.
- Possession of a valid California driver's license.

THE IDEAL CANDIDATE WILL:

Communications / Interpersonal / Operations

- Be strategic, forward focused and adjust with the changing landscape.
- Use best practices and knowledge of internal or external business issues to improve services.
- Develop solutions to complex problems, requiring the regular use of ingenuity and creativity, within the larger context of the business needs and objectives.
- Respond to and resolves Business User requests and production issues.
- Assess enterprise and departmental needs.
- Leverage your customer service skills to support the various departments and their various business needs.

- Strive to improve the effectiveness of County technology.
- Research products and vendors, providing technical evaluation of products, installing, or upgrading systems as appropriate.
- Provide technical expertise and recommendations to decision makers.
- Provide recovery expertise during emergencies, or in case of equipment failure.
- Attend seminars and read and evaluate trade journals, vendor reports and other information sources for emerging technologies.
- Strong verbal and written communication skills and ability to communicate technical information to nontechnical audiences.

Technical Knowledge and Experience:

- Work with system to setup, maintain and develop for PeopleSoft General Ledger, A/P, AR, Project Costing, Purchasing, Treasury, Travel and Expense and Asset Management applications.
- Experience developing PeopleSoft online pages, and Application Engine Programs, demonstrating strong skills using PeopleTools, Application Designer, SQR reports and processes to meet business needs, and PeopleCode to build new and modify existing process and application systems.
- Strong experience working with Enterprise Resource Planning (ERP) Systems.
- Development experience with Workflow approval framework.
- Experience with SQL/relational database management system(RDBMS) concepts to create reports and processes, and SQR to modify PeopleSoft reports
- Solid functional application knowledge of PeopleSoft Financials modules.
- Strong knowledge in the following additional tools and skills: P/S Security, P/S Query, BI Publisher, Crystal Reports, nVision.
- Experience with financials and/or accounting background
- Experience working collaboratively within a team environment
- Functional application knowledge of PeopleSoft ELM and HCM a plus.

THE DEPARTMENT

Information Technology Services (ITS) is a Division of the County Executive Office and is responsible for the development, operation and maintenance of all County information systems. With approximately 52 employees we are just the right size to be effective and nimble. Our division is responsible for the continuous lifecycle of the information technology solutions from deployment and management, to replacement. We are passionate about serving the public and making a difference in the lives of those we serve. We provide technical leadership for enterprise-wide information services that support the County's mission -- providing reliable, cost effective and innovative solutions to make the County a leader in its use of technology. Our division supports professional development of our employees who are a team of dedicated professionals who are motivated, smart, empowered, and self-directed.

Our Division Values:

- Commitment to excellence in customer service.
- Creating a work environment that encourages teamwork and cooperation.
- Creating solutions acceptable enough that all participants can support it.

HOW TO APPLY: *For first consideration, submit your application by May 23, 2014.* This recruitment will remain open until filled, or until the County has received enough qualified candidates, so apply ASAP to be considered.

- **Submit your resume and cover letter to:**
 - EMAIL: wendi@wbrowncreative.com or
 - FAX: 866-224-1423

Questions? Contact your recruiter, Wendi Brown, at 541-858-0376 (direct), 866-929-9227 (toll free).

APPLICATION SPECIFICS: In your resume and/or cover, please be sure to *describe your experience with:*

- PeopleSoft financial modules, specifically with: PeopleCode, Application Engine, Upgrade, DMS, PS Security, Application Package and Integration Broker tools;

- How you have worked with functional users, when you have gathered requirements on topics pertaining to production issues or requests for customization, and;
- Critical roles you had to ensure project success.

SELECTION PROCESS and OTHER REQUIREMENTS:

1. Applications, resumes and cover letters will be reviewed to determine those candidates who best match the competencies established for this recruitment and meet the organization's needs.
2. Final candidate(s) will be required to successfully complete background and reference checks.
3. The appointee may be subject to a post-offer medical evaluation or examination.

Napa County is an Equal Opportunity Employer