

US-DC-Washington/Metro-Senior Software Specialist

The U. S. Senate is seeking a Senior Software Specialist to support the implementation of its new Senate Payroll System (SPS). The ideal candidate will have experience utilizing full systems development life cycle of PeopleSoft Human Capital Management (HCM) modules (Human Resources, Base Benefits, Benefits Administration and Payroll).

Responsibilities:

- Collaborate with PeopleSoft Development team to provide analysis, design, development and testing support.
- Design, code, and test programs, systems, interfaces, and reports.
- Work with external vendors, internal clients, and other Senate technical staff in the software development process.
- Produce clear and concise technical documentation.
- Assist team leader with planning of technical phases of project and estimating time of technical tasks.
- Ensure that technical enhancements are successfully implemented.
- Complete tasks efficiently and in a timely manner, reporting progress to clients and team leader.
- Provide On-site production support of Payroll processes and on-call batch processing technical support.
- Provide Knowledge Transfer of PeopleSoft expertise to existing Senate staff.
- Adhere to Configuration Management best practices.

Mandatory requirements:

- BS degree and/or equivalent relevant work experience.
- Minimum of five years experience as a PeopleSoft developer.
- PeopleSoft upgrade and implementation experience.
- Experience with Employee and Manager Self Service.
- Excellent technical skills in PeopleTools 8.x, PeopleCode, Component Interface, SQR, Application Engine programming, app messaging, app packages, IB, component interface and EIP.
- Excellent knowledge of PeopleSoft HCM database.
- Excellent understanding of a systems development lifecycle methodology.
- Excellent communications skills (Oral and written), interpersonal, and organizational skills.

Additional preferred experience:

- Experience with PeopleSoft Enterprise Performance Management (EPM) or other similar data warehouse software.
- Experience utilizing BMC Control-M Scheduling software or other similar batch scheduling software package.
- Experience utilizing Quest Stat Change Management Software in a PeopleSoft environment or other Change Management software package.

The successful applicant must be both an effective team player and capable of working independently. This position requires excellent analytical and technical skills, the ability to learn new technologies, and effective verbal and written communication skills. The ability to simultaneously undertake development, maintenance, and support activities is also required.

Note: The U.S. Senate is unable to pay either interviewing or moving expenses.



SENIOR SOFTWARE SPECIALIST

NATURE OF WORK

This is senior professional and technical programming work analyzing, designing, developing, implementing and maintaining computer based applications supporting the Senate. Work includes extensive user contact to collect user requirements when defining overall system requirements. Work includes system analysis and design, programming, and conducting program and system testing. The incumbent must determine the tools and methods to employ in planning, designing and modeling the application. Work in this classification is distinguished from the Software Specialist by its level of system expertise, lead assignments, and development and implementation of Senate-wide systems. Work is performed under the general supervision of the Information Technology Manager, according to Senate development methodologies, and is reviewed through various testing and quality assurance procedures.

EXAMPLES OF WORK

(This list is not absolute or restrictive, but indicates approximate duties and responsibilities which may be redefined pursuant to operational needs.)

- Analyzes user requirements to design system components and functional specifications, such as file formats, computer screen layouts, and program interactions; prepares detailed program design specifications; delivers data and system requirements for major or critical Senate systems.
- Troubleshoots programming malfunctions; analyzes malfunctions and takes appropriate corrective action (often in a time-sensitive situation).
- Leads a software development project team in applications development, implementing and testing client/server applications.
- Analyzes programs, data, and procedures affected by system modifications or additions.
- Designs, develops and implements computer applications to automate tests performed by Senate offices.
- Coordinates assigned projects; schedules and assigns tasks.
- Monitors existing systems; makes and implements enhancements to improve the efficiency of program operations and user information needs.
- Modifies programs to correct program errors previously undetected.
- Prepares implementation schedules for assigned applications/subsystems.
- Designs and programs database applications.
- Develops and implements procedures for software quality assurance, testing, and configuration management.



- Designs and prepares test data and conducts program and system testing and debugging.
- Provides analysis, design, and technical support to co-workers; assists with identical techniques, design networks, and problem solving and debugging.
- Monitors contact with users and contact support of existing systems and new systems development.
- Prepares and maintains analysis and program documentation.

PHYSICAL DEMANDS AND WORKING ENVIRONMENT

Work requires extended periods of confined sitting and hand-eye coordination working with computers.

MINIMUM QUALIFICATIONS

Work requires a Bachelor's Degree in computer science, management information systems or a related field, and five to seven years of experience in developing software applications; or any equivalent combination of education and experience that provides the following knowledge, abilities and skills:

- Knowledge of programming languages and utilities and software packages for software development.
- Knowledge of structured and object oriented engineering analyses, programming techniques and design methodologies.
- Knowledge of diagramming, flow charting, detailed analysis and program documentation writing.
- Knowledge of software programs in use by Senate office staff.
- Ability to lead a team or critical systems programming assignment.
- Ability to prepare and check structured and object oriented programs.
- Ability to resolve program and system problems.
- Ability to communicate effectively, both orally and in writing and to translate technical language for non-technical users.

LICENSES, CERTIFICATION AND OTHER REQUIREMENTS

None.

VETERANS EMPLOYMENT OPPORTUNITY ACT

Hiring for this position is governed by the Veterans Employment Opportunity Act of 1998 (“VEOA”), as made applicable by the Congressional Accountability Act of 1995 (“CAA”). Pursuant to the VEOA, qualified applicants who are not current employees of the Office of the Senate Sergeant at Arms and who are disabled or who have served on active duty in the Armed Forces during certain specified time periods or in certain military designated campaigns (“veterans”) may be eligible to receive a preference over non-veterans in hiring decisions. Family members of veterans may also be eligible to receive a veterans’ preference if the veteran cannot claim his or her veterans’ preference.

To be eligible for a veterans’ preference, applicants must meet all of the requirements set forth in the VEOA and applicable regulations. Those eligibility requirements are summarized in the Application for Veterans’ Preference, which is available at www.senate.gov/saaemployment.

If claiming a veterans’ preference, an applicant must indicate that he/she is preference eligible on the application or resume and must submit a completed copy of the Application for Veterans’ Preference along with the supporting documentation specified on that form. If the Office of the Senate Sergeant at Arms does not receive the Application for Veterans’ Preference and supporting documentation by the closing date, the applicant’s claim for a veterans’ preference may be denied.

Applicants may obtain a copy of the Office’s Veterans’ Preference In Appointments policy by submitting a written request to resumes@saa.senate.gov.

Individuals who are entitled to a veterans’ preference are invited to self-identify voluntarily. This information is intended solely for use in connection with the obligations and efforts of the Office of the Senate Sergeant at Arms to provide veterans’ preference to preference-eligible applicants in accordance with the VEOA. An applicant’s status as a disabled veteran and any information regarding an applicant’s disability, including the applicant’s medical condition and history, will be kept confidential and will be collected, maintained and used in accordance with the Americans with Disabilities Act of 1990, as made applicable by section 102(a)(3) of the CAA, 2 U.S.C. §1302(a)(3). An applicant who declines to self-identify as a disabled veteran and/or to provide information and documentation regarding his/her disabled veteran’s status will not be subjected to an adverse employment action, but the individual may be ruled ineligible for a veterans’ preference.