

## **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](http://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](mailto: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.



## SOFTWARE ENGINEER

### NATURE OF WORK

This is professional and technical programming work analyzing, designing, developing, implementing, and maintaining applications supporting the Senate. Work includes system analysis and design, programming, and conducting program and system testing. The incumbent must determine the tools and methods in planning, designing and modeling the applications. Instructions received can include general and specific procedures and methods used to complete assigned tasks as well as time frames for completing assigned tasks. Work is performed under the general supervision of an immediate supervisor, and is reviewed for quality and quantity of work performed and adherence to policies and 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; prepares detailed program design specifications; defines data and system requirements.
- Analyzes programs, data, and procedures affected by system modifications or additions.
- Troubleshoots programming and database malfunctions; analyzes malfunctions and takes appropriate corrective action (often in a time-sensitive situation).
- Designs, develops, programs and implements applications.
- 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.
- Provides technical support to users, support vendors and other technical staff.
- Designs and prepares test data and may conduct program and system testing and debugging.
- Develops and implements procedures for quality assurance, testing and configuration management.
- Prepares and maintains program documentation.

### PHYSICAL DEMANDS AND WORKING ENVIRONMENT

Work requires sitting and operating a computer for extended periods, with occasional standing, climbing, pulling and safely lifting up to 25 pounds. May occasionally work evenings or weekends to resolve problems or handle incidents, or provide applications/systems support.

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*The statements contained herein reflect general details necessary to describe the principal functions of this class, knowledge and skill typically required and the physical demands and working conditions, but should not be considered an all-inclusive listing of work requirements.*

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### MINIMUM QUALIFICATIONS

Work requires a Bachelor's degree in computer science, management information systems or a related field, and three to five 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, data structures, utilities and software packages for software development.
- Knowledge of design methodologies and structured programming.
- Knowledge of diagramming, flow charting and detailed analysis and program documentation.
- Ability to prepare and check structured and object-oriented programs.
- Ability to resolve application program, database and system problems.
- Ability to communicate effectively.

### LICENSES, CERTIFICATION AND OTHER REQUIREMENTS

None.

## **US-DC-Washington/Metro-Software Engineer**

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Salary: \$74,168 - \$111,247 plus federal benefits

Position Type: Full-time

The U. S. Senate has a vacancy for a Software Engineer and is seeking an individual with a unique set of skills and experience to join its Senate Payroll System (SPS) team. The ideal candidate for this position will possess relevant, functional experience with the PeopleSoft Human Capital Management (HCM) modules (Human Resources, Base Benefits, Benefits Administration and Payroll). Additionally, this individual should demonstrate the aptitude to develop technical PeopleSoft skills in order to successfully undertake and complete software development and other technical assignments.

### **Responsibilities:**

- Leverage functional PeopleSoft experience and undertake technical training to integrate into a PeopleSoft Development team.
- Successfully complete formal coursework in core PeopleSoft technical courses (including PeopleTools, PeopleCode, Application Engine, Integration Tools, and SQR).
- Provide Knowledge Transfer of the functional aspects of PeopleSoft to technical staff on PeopleSoft Development team.
- Work with external vendors, internal clients, and other Senate technical staff in the software development process.
- Collaborate with SPS team members and consultants to provide analysis, design, development and testing support.
- Design, code, and test programs, systems, interfaces, and reports.
- Produce clear and concise technical documentation.
- 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.
- Adhere to Configuration Management best practices.

### **Mandatory requirements:**

- BS degree and/or equivalent relevant work experience.

- Minimum of three (3) years' experience as a functional PeopleSoft user.
- Excellent understanding of PeopleSoft terminology and data.
- 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 as a senior and/or lead role on a PeopleSoft functional team.
- Experience with any of the following: Analytical tools, programming language(s), data analysis, spreadsheets, Query/Reporting tools.

The successful applicant must be both an effective team player and capable of working independently. This position requires excellent analytical skills, a technical aptitude, and the ability to learn new technologies.

*Note: U.S. Senate cannot pay moving or interview expenses.*

**To be considered for this position, all applicants must submit a U.S. Senate Sergeant at Arms Application for Employment with a cover letter and current resume to the SAA Human Resources Department by Thursday, July 14, 2016. Application packages can be emailed to us at [resumes@saa.senate.gov](mailto:resumes@saa.senate.gov), faxed to us at 202-228-2965 or hand-delivered to Room SH-142, Hart Senate Office Building. Please **DO NOT** submit applications or resumes via U.S. Mail. The SAA Application can be found at [http://www.senate.gov/employment/saa/pdf/Employment\\_Application.pdf](http://www.senate.gov/employment/saa/pdf/Employment_Application.pdf)**

*\*Note: The application link is case sensitive  
Application Packages submitted without a U. S. Senate Sergeant at Arms  
Application will not be considered*

*\*Hiring for this position is governed by the Veterans Employment  
Opportunities Act\**