



# California Housing Finance Agency Job Opportunity

## Staff Programmer Analyst (Specialist) will consider Senior Programmer Analyst (Specialist) **and** Associate Programmer Analyst (Specialist)

\*Duties and salary range shown are for Staff Programmer Analyst level.  
Duties will be adjusted based on classification level.

### Vacancy #492

*Salary Range	\$5,295 - \$6,963
Final File Date	Open Until Filled
Division	IT Division, Application System Development & Support Section
Specific Location	500 Capitol Mall, Downtown Sacramento
Tenure & Time base	Permanent & Full-time
Number of Positions	One
Questions?	Contact us at 916-326-8025 or <a href="mailto:Recruitment@calhfa.ca.gov">Recruitment@calhfa.ca.gov</a> for questions. California Relay Telephone Service for the Deaf of Hearing Impaired: from TDD phones: 800-735 2929 or from voice phones: 800-735-2922.
Who may Apply	<p><b>State Employees:</b> Individuals who are currently in this classification, eligible for lateral transfer or promotion, or reachable on a certification list.</p> <p><b>Non-State Employees:</b> To be considered for this vacancy, you must have established eligibility. Eligibility is established by competing successfully in an appropriate exam. Often, exams are not offered at the same time as job opportunities. Your first step in getting a job with the state will be to establish list eligibility by competing in an exam. We post our exams on our website's exam page at <a href="http://www.calhfa.ca.gov/about/employment/exams.htm">http://www.calhfa.ca.gov/about/employment/exams.htm</a> and on the State Personnel Board's website at <a href="https://jobs.ca.gov/">https://jobs.ca.gov/</a></p> <p>To learn more about exams, how to get a job with the state, and the state's hiring process in general, visit the FAQ page: <a href="https://jobs.ca.gov/">https://jobs.ca.gov/</a></p> <p><b>STATE YOUR ELIGIBILITY FOR THIS VACANCY IN THE "EXPLANATIONS" BOX OF YOUR APPLICATION – YOUR APPLICATION MATERIAL MAY NOT BE CONSIDERED WITHOUT THIS INFORMATION. APPLICATIONS MAY BE SCREENED AND ONLY THE MOST COMPETITIVE CANDIDATES WILL BE INVITED FOR AN INTERVIEW. CANDIDATE MAY BE SELECTED BY APPLICATION MATERIAL REVIEW ONLY.</b></p> <p><b>RESUMES ONLY WILL NOT BE ACCEPTED. A STANDARD STATE APPLICATION IS REQUIRED. IT IS OKAY IF A RESUME IS SUBMITTED IN CONJUNCTION WITH AN APPLICATION.</b></p> <p>SROA/Surplus/Reemployment status applicants should attach proof of this status to the application.</p>
How to Apply	<p>A separate application is required for each of our vacancies. The HR Office will not make copies of applications. Applications with multiple vacancies will be considered only for the first vacancy listed on the application.</p> <p>Submit a standard State application form (resume may be attached) to: <b>Human Resources Office California Housing Finance Agency P.O. Box 4034 Sacramento, CA 95812-4034</b></p> <p>Applications are available at the State Personnel Board's web site at <a href="https://jobs.ca.gov/">https://jobs.ca.gov/</a></p> <p><b>SPECIFY ON YOUR APPLICATION THAT YOU ARE INTERESTED IN VACANCY #492, AND INDICATE THE LEVEL OF CLASSIFICATION YOU ARE APPLYING FOR.</b></p>
*Duties	Under the general direction of the Senior Programmer Analyst (Supervisor), the Staff Programmer Analyst (SPA) serves as a member of a highly skilled technical team, providing technical expertise in support of CalHFA business applications. The SPA is responsible for the design, development, testing, implementation, and maintenance of technical solutions consistent with CalHFA needs and business standards. The SPA provides leadership in analyzing the more complex system development and testing activities on CalHFA technology projects. The SPA works independently as a technical specialist and is the principal developer of several complex software applications. The SPA provides effective written and oral communication.

<p><i>An equal opportunity employer to all regardless of race, color, religion, sex, gender identity or expression, national origin, age, ancestry, disability, marital status, political affiliation, sexual orientation, or genetic information.</i></p> <p><i>It is the objective of the State of California to achieve a drug-free state workplace. Any applicant for State employment will be expected to behave in accordance with this objective because the use of illegal drugs is inconsistent with the law of the State, the rules governing civil service, and the special trust placed in public servants.</i></p>	<p><b><u>Essential Functions:</u></b></p> <p>25% Systems Analysis: As an architect for internet and intranet application environment, perform analyses of systems that support CalHFA Programs. Develop user requirements. Design effective system solutions, and design and construct screens and reports.</p> <p>25% Applications Development: Develop computer program specifications. Design, code, test, and implement complex programs in the system using object oriented technology. Document, maintain databases, program and CalHFA systems.</p> <p>25% Communications: Meet with system users to evaluate and recommend solutions for resolving CalHFA business process needs. Develop effective written documents including project planning documents, memos, email and other documents to keep others well informed of project status. Communicate effectively with customers and other members of the Application Development Team.</p> <p>20% Technical Skills Maintenance: Maintain competency and currency in the application development environment, languages and tools used by CalHFA, including: Microsoft Visual Studio (Visual Basic, Visual C#, TFS, WCF), and Microsoft SQL Server 2008R2 (Database Engine, Integration Services Reporting Services).</p> <p><b><u>Marginal Functions:</u></b></p> <p>5% Application Development Team Member: Actively participate as a member of the IT team. Assist and guide less experienced staff. Develop project plans. Stay current on emerging technology issues. Assist the team with strategic IT planning including system capacity planning, database and application program development innovations that should be considered. Assist in determining IT training needs necessary to maintain competency with current technologies. Participate in staff meetings, attend training, provide work status reports, handle special projects, and perform other duties as assigned.</p>
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