



*Improving the Lives of Families through
Child Care Services, Research, and Advocacy since 1980*

Crystal Stairs is one of the largest private **non-profit** child development corporations in the State of California. We help families locate affordable and appropriate childcare through a variety of services, working with childcare providers, educators, advocates, and community members to positively impact the lives of over 25,000 children per year.

As an Employer-of-Choice, Crystal Stairs is proud of our cordial, collegial work culture. We are committed to creating a family-friendly environment and encouraging employees to achieve work-life balance. That's why we offer your choice of flexible work schedules, **with a paid lunch break**: four 10-hour day workweeks, four 9-hour days, and one 4-hour day, or a five 8-hour day workweek.

You'll receive 2 weeks paid vacation to start, 3 weeks after 3 years, and 4 weeks annual vacation after 5 years. You'll also receive 3 personal days per year, 8 holidays, and a paid holiday break between Christmas and New Year's which serves as an extra, "mini vacation".

Our outstanding benefits include 100% employer-paid HMO health and dental plans, 80% employer-paid PPO health and dental plans, and vision and employee assistance plans. We offer employer-paid life insurance, and optional supplemental life/dependant life insurance, as well as flexible spending accounts for health care and dependent care expenses. We also offer a 403b plan for new employees, and a 401k (with employer match & profit sharing), with 100% vesting after just four years.

If you're ready for an enriching career, one with meaning and challenge, then Crystal Stairs is for you. Our mission— to Make Crystal Stairs the Premiere Child Care and Child Development Agency in California—is not an easy one. Yet, within it you will find significant achievement, satisfaction and reward. Ready to make a difference? Join us!

Senior Systems Analyst

What We're Looking For:

We seek a Senior Systems Analyst who will be a key resource in implementing and re-engineering technology solutions to support our Agency's corporate priority objectives. This person will be responsible for researching and fact-finding user needs to define the scope and objective of enhancement, evaluation of alternatives, and/or development of technology solutions to increase efficiency, speed or accuracy of our operations.

In this important role, you will act as a primary point of contact for business line executives, managers, vendors and key staff contacts and represents the Information Services function in delivering products, services and consulting support. Key duties include leading systems enhancement, development or outsourcing from inception to deployment applying project management best practices. You will also identify, evaluate and recommend the application of new technologies to enhance the efficiency and effectiveness of current or future processes.

EXPERIENCE, KNOWLEDGE, SKILLS AND ABILITIES YOU SHOULD POSSESS:

- Ten years or more experience in Information Systems, Business and System Analysis, process reengineering, application design and development, data modeling, and project management.
- Requires BS degree in Computer or MIS related field or equivalent work experience. MBA and PMP preferred.
- Requires knowledge of business process and systems analysis, including requirements analysis and documentation.
- Must have knowledge of Software Development Life Cycle (SDLC) and Project Management Best Practices (PMI).
- Must have the ability to manage all phases of the Software Development Life Cycle (SDLC). Requires strong project management and system integration skills.
- Must possess desktop computing skills with emphasis on MS Office products including Visio and Project, as well an understanding of Microsoft Networks and business applications such as case management, financial ERP and CRM.
- Requires strong analytical skills and ability to solve complex technical issues in support of the Agencies business.
- Must have excellent communication, problem solving and decision making skills.

Crystal Stairs is committed to building and sustaining a diverse workforce and culture. As part of this commitment, Crystal Stairs provides equal opportunity in all of our employment practices, including selection, hiring, promotion, transfer, and compensation, to all qualified applicants and employees without regard to race, color, medical condition as defined by state law, ancestry, religion, sex, national origin, age, marital status, sexual orientation, gender, ethnic group identification, mental or physical disability, pregnancy, childbirth and related medical conditions, or any other legally protected status.