**IT STAFFING SERVICES SOLICITATION UNDER  
DEPARTMENT OF INFORMATION RESOURCES  
IT STAFF AUGMENTATION CONTRACT (ITSAC)  
RFO DIR-CPO-TMP-445**

**CANDIDATE REFERENCE**

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| Solicitation Number: 529501122 | Title/Level: Security Administrator 3 |
| Candidate Name: | Category: Security |

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| --- | --- | --- | --- |
| **Reference Name** (Required): |  | | |
| **Title:** |  | | |
| **Company Name** (Required): |  | | |
|  | |  | |
| **Phone Number** (Required include area code): | |  | |
| **E-mail Address:** |  | | |
| **Professional Relationship:** | | |  |

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|  | Peer |  | Co-Worker |  | Supervisor |

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|  | Customer |  | End-User |  | Subordinate |

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| --- | --- | --- | --- |
| **Reference Name** (Required)**:** |  | | |
| **Title:** |  | | |
| **Company Name** (Required)**:** |  | | |
|  | |  | |
| **Phone Number** (Required include area code): | |  | |
| **E-mail Address:** |  | | |
| **Professional Relationship:** | | |  |

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|  | Peer |  | Co-Worker |  | Supervisor |

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|  | Customer |  | End-User |  | Subordinate |

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| **Phone Number** (Required include area code): | |  | |
| **E-mail Address:** |  | | |
| **Professional Relationship:** | | |  |

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|  | Peer |  | Co-Worker |  | Supervisor |

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|  | Customer |  | End-User |  | Subordinate |

**NOTE: ONLY INCLUDE THE INFORMATION REQUESTED ON THIS FORM. DO NOT INCLUDE ADDITIONAL INFORMATION.**

**CANDIDATE QUALIFICATIONS**

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| Solicitation Number: 529501122 | Title/Level: Security Administrator 3 |
| Candidate Name: | Category: Security |

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| **Minimum Requirements:** Candidates that do not meet or exceed the **minimum** stated requirements (skills/experience) will be displayed to customers but may not be chosen for this opportunity. | | | |
| Actual Years Experience | Years Experience Needed | Required/ Preferred | Skills/Experience |
|  | 8 | Required | Experience as a PeopleSoft Security Administrator on PeopleSoft Financials and Supply Chain Management (FSCM) on implementation or upgrade projects |
|  | 8 | Required | Experience working with PeopleSoft HCM 9.2 Employee & Manager Self-Service and Time and Labor |
|  | 8 | Required | Experience working with PeopleSoft fluid and work center security |
|  | 8 | Required | Experience in identifying requirements and creating formal documents for key business stakeholders and SMEs |
|  | 8 | Required | Experience in conducting formal work sessions and analysis presentations |
|  | 8 | Required | (at least 4) Experience with Microsoft O365 applications (Word, Excel, PowerPoint, Visio) |
|  | 8 | Required | (at least 2) Experience with MS Teams and Channel communication with a large team |
|  | 4 | Preferred | Experience working with a public sector organization (Federal, State, or Local Government) |
|  | 2 | Preferred | Experience working with the Comptroller of Public Accounts (CPA) CAPPS HCM |
|  | 2 | Preferred | Experience with PeopleSoft Approval Workflow Engine (AWE) |
|  | 2 | Preferred | Experience with SharePoint |
|  | 1 | Preferred | Experience with Jira |
|  | 1 | Preferred | Experience working with the Scrum frameworkvvv |

**CANDIDATE ACKNOWLEDGEMENT**

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| RFO: 445 Solicitation Number: 529501122 | Title/Level: Security Administrator 3 |
| Candidate Name: | Category: Security |

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| I hereby authorize **Texas Health and Human Services Commission** to submit my resume in response to the temporary staffing Solicitation 529501122 for **Texas Health and Human Services Commission**.  I understand that submission of my resume by multiple vendors may result in my disqualification from this opportunity. Customers reserve the right to hire a candidate submitted by multiple vendors.   Worker signature:  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_   Date:   \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |