

**Peoplesoft Business System Analyst 3 (7584U),
Controller's Office - 82833
University of California, Berkeley**

Direct Link: <https://www.AcademicKeys.com/r?job=269221>

Downloaded On: Dec. 8, 2025 3:36pm

Posted Dec. 8, 2025, set to expire Jun. 30, 2026

Job Title	Peoplesoft Business System Analyst 3 (7584U), Controller's Office - 82833
Department	Controller's Office
Institution	University of California, Berkeley Berkeley, California
Date Posted	Dec. 8, 2025
Application Deadline	Open until filled
Position Start Date	Available immediately
Job Categories	Professional Staff
Academic Field(s)	Fiscal Services Information Technology
Apply Online Here	https://apptrkr.com/6775198

Apply By Email

Job Description

Image not found or type unknown



Peoplesoft Business System Analyst 3 (7584U), Controller's Office - 82833

About Berkeley

At the University of California, Berkeley, we are dedicated to fostering a community where everyone feels welcome and can thrive. Our culture of openness, freedom and belonging make it a special place for students, faculty and staff.

As a world-leading institution, Berkeley is known for its academic and research excellence, public

Peoplesoft Business System Analyst 3 (7584U),
Controller's Office - 82833
University of California, Berkeley

Direct Link: <https://www.AcademicKeys.com/r?job=269221>

Downloaded On: Dec. 8, 2025 3:36pm

Posted Dec. 8, 2025, set to expire Jun. 30, 2026

mission, diverse student body, and commitment to equity and social justice. Since our founding in 1868, we have driven innovation, creating global intellectual, economic and social value.

We are looking for applicants who reflect California's diversity and want to be part of an inclusive, equity-focused community that views education as a matter of social justice. Please consider whether your values align with our [Guiding Values and Principles](#), [Principles of Community](#), and [Strategic Plan](#).

At UC Berkeley, we believe that learning is a fundamental part of working, and provide space for [supportive colleague communities via numerous employee resource groups](#) (staff organizations). Our goal is for everyone on the Berkeley campus to feel supported and equipped to realize their full potential. We actively support this by providing all of our full-time staff employees with at least 80 hours (10 days) of paid time per year to engage in professional development activities. Find out more about how you can [grow your career](#) at UC Berkeley.

Departmental Overview

The Controller's Office provides oversight of various University financial services including financial accounting and controls, accounts receivable, accounts payable, contracts and grants accounting, and payroll. The Controller's Office also provides analyst support for the PeopleSoft Financials system which consists of the General Ledger, Accounts Payable, Purchasing, Commitment Control, Accounts Receivable, Billing, Contracts, Grants and Project Costing modules.

Position Summary

The Business Systems Analyst 3 (BSA3) position involves analyzing large-scale business processes and problems; developing solutions involving the use of computer systems, information flow and architecture; creating specifications for systems to meet requirements; validating requirements against needs; designing details of automated systems; developing user interface design; planning and executing unit integration and acceptance testing. The role may lead cross-functional teams to solve complex business or systems issues.

The Business Systems Analyst 3 plays a key role in supporting and enhancing the Berkeley Financial System (BFS), UC Berkeley's implementation of Oracle PeopleSoft FSCM. This position works within the Controller's Office to deliver functional analysis, test planning, documentation, and process improvement support across BFS modules. Analysts at this level collaborate closely with business users, technical teams, and campus stakeholders to ensure financial systems align with institutional policy, user needs, and system capabilities.

**Peoplesoft Business System Analyst 3 (7584U),
Controller's Office - 82833
University of California, Berkeley**

Direct Link: <https://www.AcademicKeys.com/r?job=269221>

Downloaded On: Dec. 8, 2025 3:36pm

Posted Dec. 8, 2025, set to expire Jun. 30, 2026

BSA3s in this role are expected to demonstrate sound judgment in resolving moderately complex issues, growing their system knowledge, and contributing to operational and project success. Their work also supports the university's long-term goal of preparing for a transition to SaaS-based platforms by minimizing technical debt and promoting scalable, delivered solutions.

We are looking for a team member who demonstrates curiosity, ownership, and strong analytical skills. Ideal candidates are proactive problem solvers who value teamwork, communicate clearly, and are eager to grow their technical and functional expertise. The successful candidate will be humble in their approach, hungry to contribute, and interpersonally smart-someone who strengthens collaboration while helping the team deliver high-quality outcomes.

Application Review Date

The First Review Date for this job is: 12/19/2025.

Responsibilities

Functional Analysis & Support:

- Analyze enhancement requests, support tickets, and business needs to define and document requirements.
- Partner with senior analysts to validate functional impacts and develop solution proposals.
- Assist in reviewing functional configurations and understanding module dependencies.
- Assist in troubleshooting and resolving system issues in collaboration with other analysts and technical staff.

Testing & Quality Assurance:

- Execute assigned test cases to validate functional requirements and enhancements..
- Document results, identify issues, and support defect resolution efforts..
- Participate in identifying test cases that may benefit from automation.
- Provide input to senior analysts and testing partners on gaps or inconsistencies in test coverage.

Business Process Documentation & Operational Support:

- Document current-state business processes and propose workflow improvements.
- Develop reference materials and system behavior documentation.
- Support digital adoption and self-service by contributing to training and knowledge resources.

**Peoplesoft Business System Analyst 3 (7584U),
Controller's Office - 82833
University of California, Berkeley**

Direct Link: <https://www.AcademicKeys.com/r?job=269221>

Downloaded On: Dec. 8, 2025 3:36pm

Posted Dec. 8, 2025, set to expire Jun. 30, 2026

- Project Participation & Cross-Team Collaboration:
- Contribute to multi-functional project teams and participate in key project activities.
- Track status of assigned tasks, escalate blockers, and support user readiness and communication efforts.
- Support change readiness activities and user acceptance testing.

Collaboration & Team Culture:

- Foster a strong sense of shared purpose by engaging in team knowledge-sharing and contributing to a psychologically safe, inclusive environment.
- Participate in retrospectives and communities of practice that promote continuous learning.
- Model humility, curiosity, and mutual respect in team and stakeholder interactions.

Required Qualifications

- Working knowledge of at least two of the following PeopleSoft FSCM modules used at UC Berkeley: General Ledger, Accounts Payable, Expenses, Accounts Receivable, Billing, Contracts, Grants, Project Costing, Commitment Control, and Budgeting.
- Familiarity with PeopleSoft enterprise components and tools such as Query Manager, WorkCenters, Page and Field Configurator, and Test Framework.
- Experience supporting functional analysis or system design for moderately complex changes.
- Basic understanding of accounting principles and finance operations in a higher education or public sector environment.
- Ability to collaborate with technical staff to clarify functional requirements and assess system feasibility.
- Familiarity with Agile or Scrum methodologies and use of backlog tracking tools such as JIRA.
- Clear and concise written and verbal communication skills.
- Ability to contribute to analysis, problem-solving, and the development of recommendations.
- Comfortable working independently on assignments that require sound judgment and follow-through.
- Experience creating documentation that describes system behavior, testing steps, or operational guidance for end users
- Bachelor's degree in accounting, finance, business administration, business systems, computer science, engineering, information systems or a related field and/or equivalent experience/training.

Preferred Qualifications

Peoplesoft Business System Analyst 3 (7584U),
Controller's Office - 82833
University of California, Berkeley

Direct Link: <https://www.AcademicKeys.com/r?job=269221>

Downloaded On: Dec. 8, 2025 3:36pm

Posted Dec. 8, 2025, set to expire Jun. 30, 2026

- Awareness of how financial systems interact with other enterprise platforms such as PeopleSoft HCM or Campus Solutions.

Salary & Benefits

For information on the comprehensive benefits package offered by the University, please visit the University of California's [Compensation & Benefits](#) website.

Under California law, the University of California, Berkeley is required to provide a reasonable estimate of the compensation range for this role and should not offer a salary outside of the range posted in this job announcement. This range takes into account the wide range of factors that are considered in making compensation decisions including but not limited to experience, skills, knowledge, abilities, education, licensure and certifications, analysis of internal equity, and other business and organizational needs. It is not typical for an individual to be offered a salary at or near the top of the range for a position. Salary offers are determined based on final candidate qualifications and experience.

The budgeted annual salary range that the University reasonably expects to pay for this position is \$82,800.00 - \$116,300.00.

- This is an exempt monthly-paid position.

How to Apply

- To apply, please submit your resume and cover letter.

Other Information

- This position is eligible for H-1B Change of Employer ("transfer") sponsorship. The position does not include sponsorship of a new consular H-1B petition that would require payment of the \$100,000 supplemental fee.
- This recruitment has 2 openings.
- This position is eligible for up to 100% remote work. Exact arrangements are determined in partnership with your supervisor to meet role responsibilities and department needs, and are subject to change.

Conviction History Background

Peoplesoft Business System Analyst 3 (7584U),
Controller's Office - 82833
University of California, Berkeley

Direct Link: <https://www.AcademicKeys.com/r?job=269221>

Downloaded On: Dec. 8, 2025 3:36pm

Posted Dec. 8, 2025, set to expire Jun. 30, 2026

Peoplesoft Business System Analyst 3 (7584U),
Controller's Office - 82833
University of California, Berkeley

Direct Link: <https://www.AcademicKeys.com/r?job=269221>

Downloaded On: Dec. 8, 2025 3:36pm

Posted Dec. 8, 2025, set to expire Jun. 30, 2026

Peoplesoft Business System Analyst 3 (7584U),
Controller's Office - 82833
University of California, Berkeley

Direct Link: <https://www.AcademicKeys.com/r?job=269221>

Downloaded On: Dec. 8, 2025 3:36pm

Posted Dec. 8, 2025, set to expire Jun. 30, 2026

Peoplesoft Business System Analyst 3 (7584U),
Controller's Office - 82833
University of California, Berkeley

Direct Link: <https://www.AcademicKeys.com/r?job=269221>

Downloaded On: Dec. 8, 2025 3:36pm

Posted Dec. 8, 2025, set to expire Jun. 30, 2026

This is a designated position requiring fingerprinting and a background check due to the nature of the job responsibilities. Berkeley does hire people with conviction histories and reviews information received in the context of the job responsibilities. The University reserves the right to make employment contingent upon successful completion of the background check.

SB 791 and AB 810 Misconduct Disclosure Requirement: As a condition of employment, the final candidate who accepts a conditional offer of employment will be required to disclose if they have been subject to any final administrative or judicial decisions within the last seven years determining that they committed any misconduct; received notice of any allegations or are currently the subject of any administrative or disciplinary proceedings involving misconduct; have left a position after receiving notice of allegations or while under investigation in an administrative or disciplinary proceeding involving misconduct; or have filed an appeal of a finding of misconduct with a previous employer.

"Misconduct" means any violation of the policies or laws governing conduct at the applicant's previous place of employment, including, but not limited to, violations of policies or laws prohibiting sexual harassment, sexual assault, or other forms of harassment, discrimination, dishonesty, or unethical conduct, as defined by the employer. For reference, below are UC's policies addressing some forms of misconduct:

[UC Sexual Violence and Sexual Harassment Policy](#)

[UC Anti-Discrimination Policy](#)

[Abusive Conduct in the Workplace](#)

Equal Employment Opportunity

The University of California is an Equal Opportunity Employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, disability, age, protected veteran status, or other protected status under state or federal law.

To apply, visit

https://careerspub.universityofcalifornia.edu/psc/ucb/EMPLOYEE/HRMS/c/HRS_HRAM_FL.HRS.CG_S

Peoplesoft Business System Analyst 3 (7584U),
Controller's Office - 82833
University of California, Berkeley

Direct Link: <https://www.AcademicKeys.com/r?job=269221>

Downloaded On: Dec. 8, 2025 3:36pm

Posted Dec. 8, 2025, set to expire Jun. 30, 2026

Contact Information

Please reference Academickeys in your cover letter when
applying for or inquiring about this job announcement.

Contact

N/A

University of California, Berkeley

,