



GRANT STREET GROUP

Software that works to help government work better.®

WE VALUE

CURIOSITY

over status quo

POTENTIAL

over experience

TEAMS

over heroes

CULTURE

over process

WE ARE

PROBLEM SOLVERS

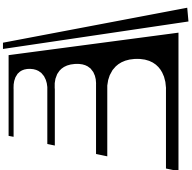
Strong communicators and
collaborators

ALL MAJORS



DEVELOPERS

Top-notch programming in
an agile environment



GRANT STREET GROUP

Software that works to help government work better.®

About Grant Street Group

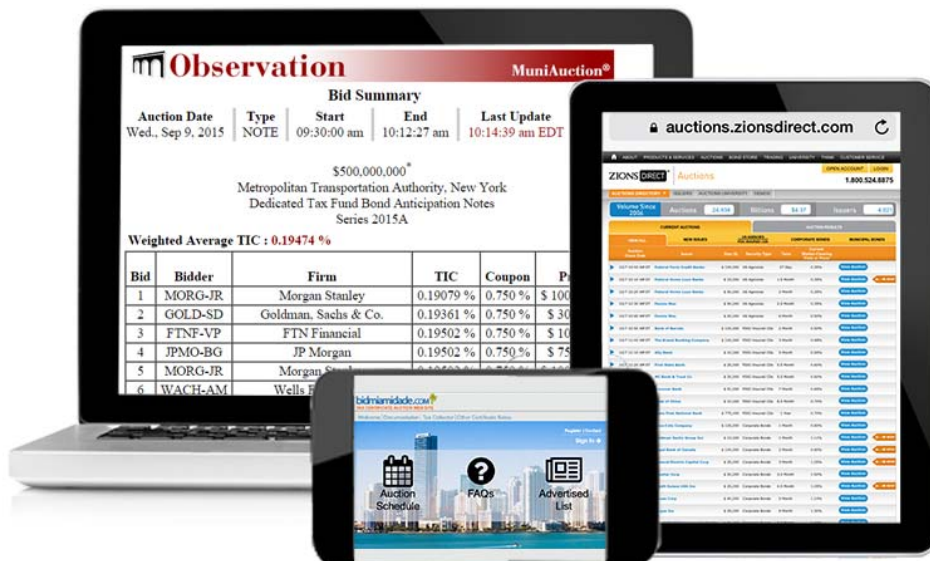
Yes, we're a software company. No, we're not what you'd expect. We want you to know two things. First, we believe that great people, interesting work, and autonomy are the real incentives to creating the best workplace culture possible. Second, we place value on potential over experience, and we know you're more than just a resume. Regardless of major, we look for inquisitive and driven individuals who can contribute to the success of our team and clients. So, if you like to stay busy, push your limits, and want to work with others who are driven to deliver outstanding performance, we may be the place for you.



What do we do? Grant Street Group is a growth oriented privately held software development company based in Pittsburgh, Pennsylvania. Our hosted Software as a Service (SaaS) applications help organizations reach new levels of efficiency and customer service in managing taxes, electronic payments, bond auctions, and other types of unique financial related processes. We're constantly innovating by adopting best IT practices and cutting edge technologies to enhance our secure large scale private cloud.

Who are we? We are inquisitive people who want to know how the details fit into the big picture. We share information about the state of the business. We leverage each other's strengths. And we take personal pride in how we contribute to the success of the whole company. Our standards are high, but so are the rewards we share with each other.

At this time, Grant Street Group does not offer visa sponsorship.



Our Culture

Our extraordinary company culture is the foundation of our unmatched customer service — just ask our clients!

We reward teamwork, professional excellence, and individual responsibility. Using the best collaboration tools available, we offer a technology-rich work environment that makes it possible for us to support on-site and telecommuting positions tailored to the needs of our employees.



If you are passionate about your work, you have entrepreneurial spirit and you want to be on a team of exceptional professionals, Grant Street is for you.

There are many reasons you should consider joining us. Here are just a few:

- Work/Life Balance - Flexible hours
- Telecommuting Opportunities
- Competitive Compensation and Benefits
 - Health, vision, and dental insurance
 - Short and long term disability
 - 401k and bonus plans
 - Nine paid holidays and generous vacation



**Kirsten Taing, 2014 Software Development Intern,
now a full-time Grant Street Group Software Developer**

"When I first started my internship, I was given the task to make several improvements to one of our web applications. A few weeks later, my code changes were put into production. It was great knowing that as an intern, I was actually doing something that mattered. Also, the people that work here are awesome."

Full-Time Career Opportunities

Business Analyst

If you have a curious sort of disposition, are great at explaining things, and can demonstrate the ability to help customers learn how to apply our cloud based software applications then keep reading!

Grant Street Group continues to anticipate the growth of its SaaS model to our public sector clients. Whether it is tax processing, electronic payments, or internet bond auctions, we have tools to make government work better. Now we are looking for the right people who want to start a conversation about future opportunities with us.



We are looking for talented folks who:

- Want to know why things work the way they do.
- Excel at explaining things with the right amount of detail.
- Are capable communicators with the spoken and written word.
- Know how to collaborate within in a team environment.
- Are dedicated learners with the ability to use software.

Our business analysts come from all sorts of academic, business or technical backgrounds. Their common threads? Strong academic performance, great writers, and the ability to engage others in meaningful, fun, and entertaining conversations. If this sounds like you then we do want to start talking about your future and ours!

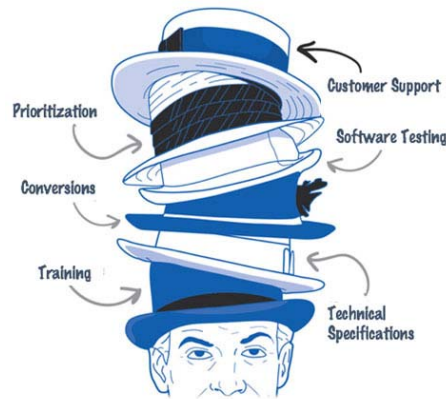
Our extraordinary company culture is the foundation of our unmatched customer service — just ask our clients! We reward teamwork, professional excellence, and individual responsibility. Using the best collaboration tools available, we offer a technology-rich work environment that makes it possible for us to support on-site and telecommuting positions tailored to the needs of our employees. If you are passionate about your work, you have entrepreneurial spirit and you want to be on a team of exceptional professionals, then this could be the opportunity you are looking for. To learn more about the various aspects of this role, check out our job overview on the next page.

If our description fits who you are, let's start to get to know one another with you giving us your resume. We'll take it from there.

Apply online at: www.GrantStreet.com/Careers

Business Analyst Job Responsibilities Overview

The core function of our role as business analysts at Grant Street Group is to be a liaison between our developers and our clients, and this requires us to wear many different hats.



So what do all of these “hats” really mean?

- **Problem Solving:** Every day you work to solve complex problems. When you analyze a calculation, investigate the cause of a bug, or propose a new process you are venturing into unfamiliar territory to find a solution. Our clients and developers rely on your problem solving skills to ensure our software is built and supported effectively.
- **Client support:** When a customer has a question, problem, or suggestion, they come to you! You are known as a subject matter expert and our clients rely on that expertise regularly. Whether the issue is major or minor, you know that GSG takes Software as a Service literally.
- **Prioritization:** Our software is ever-changing. With that comes the need to prioritize what, when, and how changes are made. Since you’re working with the software and our clients daily, who better to prioritize than you? Business analysts are constantly asking themselves: Does this feature need to be completed before a certain time? What is the impact of this bug? How can other clients benefit from this change? We use a ticketing system to track pieces of work such as functionality requests and bug fixes. We then prioritize them for developers to work on.
- **Technical Specifications:** It’s your job to convey to the developers what changes need to be made. What happens when you click this button? What does the page look like? How is this file transferred to an external system? In this way, you are directly affecting the product and our clients’ experience.
- **Testing:** When a developer completes a change, you get to test it out (in a beta environment) to ensure that it’s working correctly. Does the new behavior match the specification? Does everything else surrounding the change still work correctly?

- **Implementations:** We're a growing company and adding new clients is an exciting part of that growth! Since you're a subject matter expert, you coordinate with new clients to configure the software to best fit their needs. Think of yourself as a consultant. What business processes does the client need to accomplish? How can our software fit in with and help that process?
- **Training:** Helping clients learn about how our software works is also part of your role. Whether it's a new client coming up to speed on how tasks are completed, or an existing client that is incorporating a new feature into their process, you're a resource for providing the information and tools they need.

Does this sound exciting and overwhelming at the same time? Most of us thought so too. If you haven't had experience in this area before, know that many of us lacked business analyst experience before we came to GSG. What we did have was intellectual curiosity and a passion for problem solving. If you've already had business analyst experience, that's great, and we're excited about the possibility of you continuing on that path with us.

So now that you know what we do, why are you a great fit? You've probably spent a large majority of your life asking "Why" and then making sure that you figure out the answer. You love using all parts of your brain equally, and the thought of speaking with a client or learning about a database schema equally intrigues you. You're the one that people rely on in team projects. You're always itching to know more and you hold yourself and others to a high standard.

Before you begin the interview process, keep in mind that we have a tendency to pay special attention to those that put in extra effort in their applications. We are radical proponents of the belief that you are more than just a resume. If you're excited about this opportunity, we can't wait to get to know you!



Software Developer

Do you have an interest in learning how to apply open source code to real business applications?

Have you demonstrated an aptitude in mathematics, logic, music or other disciplines that indicate your potential to be a programmer?

Do you want to experience a collaborative work environment where you will be engaged with seasoned developers to help you grow your career?



Then perhaps Grant Street Group is the right place for you to start or advance your career!

We are a growth-oriented privately held software development company that supports a variety of clients in specialized financial transactions. Our hosted Software as a Service (SaaS) applications support tax collection, electronic payments, bond auctions and more.

What competencies could help qualify you for this opportunity?

- Ability to demonstrate programming in selected languages.
- A college degree that supports an interest in systems design.
- Willingness to use collaborative technologies in a team environment.
- A sincere interest to learn Perl as an applications development tool.

Candidates should have an undergraduate degree, a strong record of academic achievement and be able to pass a series of tests and interviews that indicate the potential to further develop these competencies.

Apply online at: www.GrantStreet.com/Careers



**Jon Rubin, 2012 Software Development Intern,
now a full-time Grant Street Group Software Developer**

"At Grant Street Group, I often feel I'm at a start-up: my team is very close-knit. We frequently bounce ideas off each other, and I always have a variety of engaging projects, which are regularly deployed for public use."

Internships

Software Development Intern

Interested in open source technologies and dynamic languages?

As a Software Development Intern at Grant Street Group you will explore exciting aspects of the intersection of technology and finance and work on production code alongside seasoned developers.

Grant Street Group is a small, growing software company in downtown Pittsburgh. We build and operate customized Web applications used by large financial institutions and government entities to support a variety of financial transactions.

Required experience:

- Perl, Python or Ruby programming experience in a Linux/Unix environment
- Outstanding coding skills
- Excellent organizational, decision-making, and communication skills
- Excellent grades and a track record of success

Experience with any of the following is helpful:

- Expertise in relational databases and SQL
- Knowledge of HTML, JavaScript and CSS
- jQuery and modern Javascript frameworks
- Proficiency with modern perl
- Git
- Numerical and financial calculations

Grant Street Group's culture reflects an emphasis on teamwork, high standards, individual responsibility, and work/family balance.

Apply online at: www.GrantStreet.com/Careers



**Steven Nunnally, 2013 Software Development Intern,
now a full-time Grant Street Group Software Developer**

"During my internship at Grant Street Group, I was assigned an individual project, given an objective, and was given the freedom to figure out how to reach that objective. I was rewarded with the release of the finished product."

Business Analyst Intern

Want to learn how software programs work and support a business?

Are you curious about the kind of information that powers a company?

Do you have the capability to collaborate with others and still be accountable for results?

Then Grant Street Group has an internship opportunity you should consider!



We are a growth oriented software development company that supports a variety of clients in specialized financial transactions. We support bond auctions, local tax processing, credit card payments and a variety of other hosted Software as a Service (SaaS) applications. We look for talented people who want to learn the business needs of our clients and help them use our software to manage their organizations. As long as you have a logical approach towards problem solving, can be analytical, and have strong writing and communication skills that we look for in all of our employees, we accept candidates from any major field of study!

What competencies could help qualify you for this opportunity?

- Demonstrated ability to learn about how things work and explain them to others.
- Strong written and verbal communications skills.
- Capable of organizing and presenting information in a logical manner.
- Willingness to develop subject matter expertise in a unique area of business.
- Adeptness at defining problems and suggesting solutions.
- Ability to work independently or collaborate with a team depending on the issue.

Candidates can qualify from a wide variety of majors. You need to show a strong record of academic achievement, a history of continuous learning, and experiences that indicate the potential to apply the listed competencies. Successful applicants have come from backgrounds in business, history, chemistry, mathematics, English, and other academic disciplines.

Filled for Summer 2017.

Please check back soon for future Business Analyst internship opportunities.

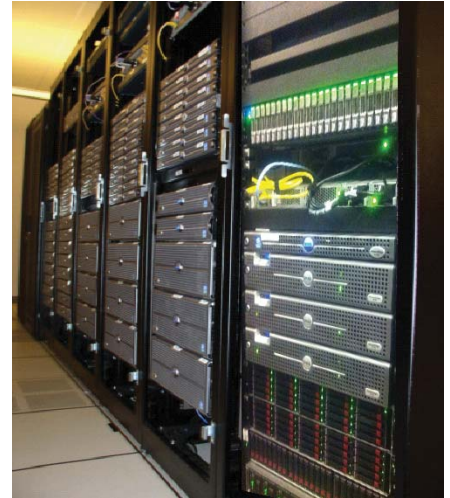
Information Technology Services Intern

Want to really find out what it's like to work in IT support?

Do you have a can do, helpful and willingness to learn approach?

Are you familiar with Mac OS, Windows and Google Applications?

Then Grant Street Group has a summer intern opportunity for you! We are looking for candidates interested in user level desktop and network support services.



Some of things you'll be asked to do?

- Assist users with desktop support issues for both Macs and PCs.
- Research solutions on software help desk tickets.
- Troubleshoot and test changes to network configurations.
- Assist a group of IT support professionals on project tasks.
- Assist in mobile device support for Apple and Android operating systems.

We are looking for someone who has the ability to use hand tools, lift and move equipment of 50 pounds or more, crawl under desks, climb ladders and get equipment where it needs to be. It would be helpful if you had a broad idea about how things should be arranged and connected in an office and a bit about information technology in general. You will work directly with our team of IT professionals. This is a full time paid summer opportunity.

If this sounds like the summer challenge you want to have on your resume, we'd love to hear from you!

Filled for Summer 2017.

Please check back soon for future Information Technology Services internship opportunities.

Administrative Assistant Intern

Are you looking for an opportunity to build a resume as an administrative professional?

Interested in learning about and practicing procedures that help run a business?

Do you want experience in a software technology company that is a leader in its field?

Then Grant Street Group has an opportunity for you as an administrative intern!

What competencies could help qualify you for this opportunity?

- Strong oral and written communication skills.
- Ability to learn and apply software that supports calendar management, scheduling, travel, e-mails, and messaging.
- Familiarity with phone systems, office support technologies, and general office procedures.
- Capability in Word, Excel, and Google Applications.
- Demonstrated ability to self-manage deadlines, multiple assignments, and daily work routines.
- Ability to collaboratively work with others and be seen as a service oriented type of person.

Candidates should have a strong academic record and/or a work history that aligns with these key attributes. An orientation to detail, a willingness to take on new tasks, the ability to be punctual and keep others informed about events as they happen throughout the work day will be extremely important. The position is based at our downtown Pittsburgh headquarters location. Candidates must be available on a full time basis throughout the summer.

Filled for Summer 2017.

Please check back soon for future Administrative Assistant internship opportunities.

Event Planning Internship

Do you want an opportunity to practice your event planning skills under the guidance of an experienced professional?

Would you like to see how conference planning supports business objectives?

Are you capable of being a flexible team member who can work well with others?

Then Grant Street Group may be the place you want to have a summer internship!

What competencies could help qualify you for this opportunity?

- General knowledge about conference and event planning.
- Ability to manage schedules, follow project plans and adjust to competing priorities.
- Proficiency with Word and Excel and the ability to use Google Apps.
- Demonstrated customer service attributes being able to perform under tight deadlines and adjust plans to immediately meet customer needs.
- Excellent written, verbal and presentation skills with the ability to proofread supporting conference documents.

Candidates should have experience or academic course work that supports the general requirements of the job. The position is based at our downtown Pittsburgh office location and requires a full time commitment during the summer months. Travel may be required.

Filled for Summer 2017.

Please check back soon for future Event Planning internship opportunities.



Danielle Himes, Event Coordinator

"Being immersed in Grant Street Group's environment of incredibly smart and dedicated people gets me motivated to work harder and grow my skill set every single day. The professional and personal growth I've experienced since starting at GSG simply cannot be quantified."

Telecommuting Options Available After Six Months of Service

More than 60% of our employees telecommute. So if you like where you live, have family and friends in your area, after six months of service you can work with us without relocating.



We have the collaboration tools and the know-how to keep all of our employees connected and engaged with their team members. All that's asked is that you come to Pittsburgh a few times a year and work with us to make the relationship flourish.



Maria Smith, Business Analyst

"One thing I love about working at GSG is the fact that I can work remotely from anywhere in the US, and always feel connected to my work and to my colleagues. GSG cultivates a remarkable experience for its remote employees. Every single day I collaborate with colleagues across the country via chat rooms and video conferences, and I've never once felt disconnected or isolated."

On-site Employee Amenities

On-site employees work from our new corporate headquarters in downtown Pittsburgh at the Heinz 57 Center. The space includes numerous amenities such as an atrium which fills the office with natural light, state-of-the-art conference rooms, an accessible green roof terrace, and café.

