



REVISED: 01/18/2025
Submitted: 12/17/2024

JOB TITLE:	ENTERPRISE ARCHITECT
DIVISION	TECHNOLOGY
SALARY SCHEDULE/GRADE:	II, GRADE 9
WORK YEAR:	AS APPROVED BY BOARD
FLSA STATUS:	EXEMPT
JOB CLASS CODE:	8509
BARGAINING UNIT:	CLAS

SCOPE OF RESPONSIBILITIES

Supervises project teams, architects solutions, mentors team members, and participates in all phases of software development. Provides expert technical leadership across the organization from strategic decision making down to project implementation. Analyses and recommends methods for improving organizational efficiency and reducing costs through improvement of business processes and use of technology.

PERFORMANCE RESPONSIBILITIES & EVALUATION CRITERIA

Supervises and participates in all aspects of software development including architecture, business requirements, design, development, and testing, and provides final approval for software deployment to production

Administers established internal standards and processes to facilitate the use of cutting-edge programming languages, development tools and programming methodologies, and monitors adherence to corporate standards in application design, development and testing

Leads efforts in extending and/or integrating key District systems and architects appropriate interfaces to enable interoperability between disparate systems

Demonstrates expert technical leadership in all areas of software development and architecture; researches emerging software development technologies and/or methodologies and implements technology and processes for improving organizational efficiency and reducing costs

Supervises multiple concurrent projects and utilizes effective time management, planning, and people skills to liaise with customers, developers, and other team members to ensure timely delivery of projects and provides timely status update to all project stakeholders

Provides excellent and timely customer service by utilizing polite business communications, delivering projects on time, and satisfying ad-hoc data and/or report requests

Mentors other staff members and guides staff in technical certification efforts and employs proactive measures to resolve project problems and implements the same throughout the team

Stays current on certification(s) by successfully completing updated certification exam(s), and keeps related developer skills updated

Evaluates and recommends third party software as needed and functions as subject matter expert in applicable business areas

Evaluates staff as directed

Completes all trainings and other compliance requirements as assigned and by the designated deadline

Performs other duties as assigned by supervisor

Regular, predictable performance is required for all performance responsibilities

This position requires collaboration, customer support, and team interaction

PHYSICAL DEMANDS

This position requires the following physical activities rarely (up to 25% of the workweek): balancing, bending, climbing, crawling, crouching, driving, kneeling, and reaching. The following physical activities are required occasionally (up to 50% of the workweek): lifting up to 20 lbs., pulling up to 20 lbs., pushing up to 20 lbs., standing, and walking. Feeling, grasping, hearing, and talking are required frequently (up to 75% of the workweek). Repetitive motions and visual acuity are required constantly (up to 100% of the workweek).

MINIMUM QUALIFICATIONS

Bachelor's degree in related field

Five (5) years of demonstrable experience in designing enterprise information systems using industry-standard design architecture and solution strategies including web technologies, system integration techniques and information technology compliance

In-depth hands-on knowledge of object-oriented programming languages and tools for the web, enterprise database design and inquiry skills as well as knowledge of multiple programming paradigms

A current, relevant, and industry-recognized certification, or ability to successfully complete department-designated and department-paid certification(s) within twelve (12) months of hire

Effective communication skills

DESIRABLE QUALIFICATIONS

Master's degree with computer specialization

Hands-on experience implementing enterprise document management systems and architecting software as a service (SAAS)

Supervisory experience

Experience in a diverse workplace