



Duty Statement

Classification: **Information Technology Specialist II**

Position Number: **275-810-1414-032**

HCM#: **2150**

JC#: **220412**

Branch/Section: **Information Technology Services Branch/ Enterprise Solutions Development Division/
Software Engineering Support Section/ Application Engineering & Architecture**

Location: **Sacramento, CA**

Effective Date: **10/2/20**

Working Title: **Information Technology Solution Architect**

Collective Bargaining Identifier (CBID): **R01**

Supervision Exercised: Yes No

The Enterprise Solutions Development Division (ESDD) provides the infrastructure and application services for most of the business functions within CalPERS and its eight Regional Offices. The ESDD collaborates with other divisions to meet the business needs by providing quality, innovative and sustainable services for business continuity.

Under general direction of the Information Technology Manager I, the ITS II will provide systems support and conduct analysis to leverage technology solutions to meet business needs, will keep the applications current by implementing new features as released and performing system upgrades and implements application enhancements by identifying user requirements, evaluating solutions to meet the requirements, configuring, executing, testing and implementing the solution. The ITS II will work closely with the solutions architects, business analysts, developers and testers. The ITS II works, both independently and cooperatively with others, to carry out assignments using considerable judgment to achieve objectives while following established time frames and performance standards. As necessary, the ITS II will mentor peers on innovative application development methodologies to provide quality services to customers. The ITS II works primarily in the software engineering domain.

Essential Functions

35% **Application Development:** Participate in the definition of solution requirements, solution analysis, and lead the solution design to support the delivery of IT applications to meet business/programmatic needs of the Authority. Review project work products including the technical analysis, design documents, and deliverables for accuracy and completeness. Lead the review of Software Development Lifecycle (SDLC) deliverables. Collaborate with technical resources to ensure development standards, guidelines, and best practices are being met. Ensures architectural requirements, strategies, standards, plans, and policies are met. Maintains awareness of new technologies and advise of their potential application. Provides high-level technical expertise and mentor team members in the design, development, and implementation of technology architecture. Establish standards and best practices for system design, development, deployment, and system maintenance & operations. Develop guidelines and checklist for various critical reviews like design review, code review etc.

30% **Application Support:** Support the maintenance and operations of existing IT applications. Review the existing system artifacts (application landscape, infrastructure landscape, analysis, and design documents) for accuracy and completeness. Provide recommendations for system optimization, as appropriate. Work with application/system administrators to resolve complex issues. Analyze the incident volumes for the critical applications and deep level support ticket volumes to identify opportunities for support demand reduction. Ensure and follow the change management and release management process by making sure all required artifacts have been developed and reviewed, as needed.

15% **IT Administration:** Participate in the analysis and selection process for new IT services/solutions to meet identified business needs. Conduct continuous improvement efforts for application development, maintenance, and support processes to optimize operations. Participate in developing reports for various stakeholders related to complete and ongoing IT efforts.

15% **Personal and Team Development:** Continuously demonstrates a commitment to professional development for self and team. Compile and deliver updated training plan on an annual basis. This training plan shall include technical, functional and professional and/or personal development activities. Train team members, other support teams in IT or business areas in one's areas of proficiency. Instruct new staff using the onboarding processes and procedures. Mentor new team members using the onboarding processes and procedures. Train other team members on new enhancements and domain specific topics.

Marginal Functions

5% May provide back-up relief to other team members in their absence.

Desirable Qualifications

- Knowledge and experience in developing, maintaining and enhancing enterprise applications with complex business rules.
- Knowledge of state pension and health laws in the California Public Employee's Retirement Law.
- At least 5 years of experience in Java/J2EE development with large enterprise systems.
- UI Development experience with HTML5, React JS/Angular JS, JSP.
- Experience with relational databases and SQL.
- Experience with IBM Rational Software Architect, IBM Rational Application Developer, or Eclipse IDEs.
- Experience with project/issue tracking applications such as JIRA.
- Experience in Implementing AWS cloud infrastructure solutions with emphasis on infrastructure provisioning, infrastructure management, systems monitoring, governance, automation, security management, Identity Access Management (IAM).
- Experience with emerging Open Source processes/tools, i.e., DevOps (Jenkins, AWS [EC2, IAM, S3, ElastiCache, SE], elastic search, PostgreSQL).
- Possession of a degree in Computer Science, Information Technology, or equivalent experience/degree.
- Ability to meet business needs through innovative solutions.
- Ability to work in a fast-paced environment.
- Ability to respond appropriately to difficult situations and acknowledge the various responses.
- Exercises good judgment in the performance of responsibilities, requiring minimum supervision.
- Exhibits a talent and passion for software development; is creative and resourceful in solving problems.
- Strong oral and written communication skills.
- Ability to collaborate in the planning, design, development, and deployment of new applications, and enhancements to existing applications.
- Ability to analyze and translate business, information, and technical requirements into an architectural blueprint that outlines solutions to achieve business objectives.
- Ability to develop and maintain cooperative working relationships and foster a team environment through leadership and conflict management.

Conduct, Attendance and Performance Expectations

- Ability to maintain consistent attendance
- Ability to demonstrate punctuality, initiative, and dependability
- Ability to model and support CalPERS Core Values (Integrity, Accountability, Respect, Openness, Quality and Balance)

- Ability to model CalPERS Competencies and demonstrate proficiency in; Collaboration, Leading People, Leading Change, Driving Results, Business Acumen, Communication, and Leading Self.

I have read and understood the duties and essential functions of the position and can perform these duties with or without reasonable accommodation.

Employee Name:

Employee Signature: _____ **Date:**

I certify that the above accurately represent the duties of the position.

Supervisor Signature: _____ **Date:**