



Duty Statement

Classification: **Information Technology Specialist III**

Position Number: **275-815-1415-001**

HCM#: **2752**

JC-355506

Branch/Section: **Information Technology Services Branch / Technology Business Management Division / Technology, Information & Business Advancement**

Location: **Sacramento, CA**

Telework: Office-centered

Working Title: **Principal Data Analytics Specialist**

Effective Date: **December 1, 2022**

Collective Bargaining Identifier (CBID): **M01**

Supervision Exercised: **Yes** **No**

The Information Technology Service Branch (ITSB) provides most, if not all, of the technology services that support the CalPERS lines of business. The organization includes a data center, programming maintenance and development staff, business development including business relations, business process improvement and project and portfolio management. ITSB is committed to providing the technical leadership, increased business alignment, talent, transparency, and accountability in support of all CalPERS strategic business objectives.

The Technology, Information, & Business Advancement section provides data delivery, data analytics & business intelligence solutions, data platform, enterprise architecture, and information management services to CalPERS business divisions.

Under administrative direction of the Information Technology Manager II, over the Technology, Information, & Business Advancement section, the Information Technology Specialist III works as the Principal Data Analytics Specialist. The incumbent serves as the most senior data analytics professional on a team of experienced data professionals and is responsible for various strategic, planning, architecture, governance, technology, business support, and data delivery tasks. The Information Technology Specialist III works primarily in the Business Technology, IT Project Management, System Engineering, and Software Engineering domains.

Essential Functions

35% Develop technology direction for data analytics that aligns with current and future business needs, data patterns, strategies, plans, reference architectures, and roadmaps. Collaborate with Enterprise Architects, the Data & Analytics team, the Data Reporting team, the Business Intelligence team, Application Development teams, IT Infrastructure teams, Business Data Automation teams, Data Stewards, the Information Management team, the Information Security Office, Database Administrators, Disaster Recovery administrators and others to deploy technologies that deliver the desired business data outcomes and provide resiliency. Ensure optimal efficiency in data delivery to CalPERS internal stakeholders. Provide design, development, testing, and deployment expertise for current and future data exchange patterns, data pipelines, data acquisitions, data lifecycles, data analytics solutions, data quality, and other data-related work. Actively participate in the development, maintenance, planning, and execution of the enterprise data strategy. Align data efforts with strategic plans and business plans. Develop and ensure data delivery best practices. Lead the data analytics platform and team members into new areas of data analytics capabilities (for example, artificial intelligence, machine learning, predictive analytics, prescriptive analytics, and other capabilities). Work with emerging technologies and demonstrate the value of new technologies for the data analytics platform and solutions. Design the hybrid data analytics platform to leverage cloud services that seamlessly integrate with the on-premises components of the data platform. Collaborate on the design and promotion of standards across all data functions, technologies,

methodologies, delivery, and communication of these concepts. Set goals and drive the acquisition of new data and refinement of existing data sources based on strategic initiatives.

- 20% Work for and with business teams to help guide toward technology enablement through education, reduction of overlapping technology products, separating technology hype from actual capabilities, and being a trusted advisor. Demonstrate business benefits by minimizing the expense and effort of delivering data. Deliver feature-rich data analytics solutions that are user-friendly and allow users to focus on their work to achieve their objectives without becoming technologists or being required to complete steep learning curves before they can use a delivered technology solution. Enable teams to solve problems using data. Educate data users and engineers how to work effectively with large amounts of data records. Develop algorithms and predictive models to solve critical business problems.
- 20% Lead development and implementation of innovative technologies by collaborating with technical teams, evaluating, and analyzing potential value and risks associated with emerging technologies, and making determinations on enhancing and/or developing approaches for IT operations including but not limited to Agile methodologies, DevOps, DataOps, building community resources for data practitioners, establishing a data help desk service to support data programs and teams across CalPERS. Support and guide metadata management efforts including data catalogs, tagging data, lineage tracing, and other tasks. Evaluate and select data platform components, including hardware, data warehouse, ETL software, metadata management tools, replication tools, data developer tools, and other solutions supporting data delivery.
- 15% Actively participate in the Enterprise Data Management program. Support the Enterprise Data Council, the Data Steward Committee, and the initiatives of the program. Provide expert advisory services to senior leadership and provide translation of strategy and business needs to business teams, data experts, and technology teams. Effectively communicate with leadership, business, and technical stakeholders about technology capabilities, projects, solutions, roadmaps, plans, strategies, and other topics.

Marginal Functions

- 5% Perform a variety of administrative activities that provide efficiencies to CalPERS and the section. Duties include but are not limited to the following: Workload management and participation in special ad hoc committees, staff meetings, teams, projects, time reporting, and procurements. Prepares correspondence, reports, presentations, strategies, plans, internal and state-wide groups, and technical documentation. Shares knowledge through authoring intranet content, holding educational sessions, mentoring, and other channels.
- 5% Measure and monitor the performance of the data analytics platform and solutions. Conduct maturity benchmarking, set target goals, review and communicate metrics, and progress toward goals. Support the procurement of technologies needed to achieve data objectives. Guide to junior members of the analytics team.

Desirable Qualifications

- 10+ Years performing with responsibility in technology functions
- Business domain understanding (Pension, Actuarial, Financial, HR, Insurance, etc.)
- Business function expertise
- Experience with hybrid data centers and software applications
- Data exploration and discovery
- Working technical experience with designing, building, installing, configuring, and supporting multi-terabyte data warehouses and operational data stores
- Working with large data integration systems, both near-real-time and batch with complex dependencies between jobs
- Experience with database platforms, both on-premises and cloud services
- Strong understanding of data modeling, both OLTP and dimensional
- Hands-on experience with data architecting, data mining, data modeling, and business requirements gathering/analysis.
- Ability to quickly learn and comprehend large data landscapes and the applications that collect data across the enterprise

- Strong understanding of the organization's goals and objectives
- Good knowledge of applicable data privacy practices and laws
- Fluency with at least one scripting language such as Python or JavaScript
- Familiarity with relational, SQL, and NoSQL databases
- Experience in programming with Java, SQL, and other languages
- Familiar with the democratization of data, low code, and no code data solutions
- Exceptional customer service
- Knowledge of DataOps and DevOps technologies and practices (e.g., Azure DevOps)
- Knowledge of public pension systems
- Knowledge of Object-Oriented application design and development

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: