



DUTY STATEMENT

PROGRAM STATE PLANNING AND POLICY DEVELOPMENT		POSITION NUMBER (Agency – Unit – Class – Serial) 368-695-1415-001				
BRANCH Planning and Research		CLASSIFICATION TITLE Information Technology Specialist III				
SECTION/UNIT (If applicable) Administration – Information Technology Unit		WORKING TITLE Senior Applications Developer				
REGIONAL HUB Sacramento		COI Yes	WWG E	CBID M01	TENURE P	TIME BASE FT
WORK SCHEDULE M-F 8am-5pm	SUPERVISION EXERCISED None	SPECIFIC LOCATION ASSIGNED TO 1400 10th Street, Sacramento, CA 95814				
INCUMBENT (If known)		EFFECTIVE DATE				
PRIMARY DOMAIN (IT positions only)	Software Engineering					

AGENCY OVERVIEW

The Office of Planning and Research (OPR) serves the Governor and his Cabinet as staff for long-range planning and research and constitutes the comprehensive state planning agency. OPR assists the Governor and the Administration in planning, research, policy development, and legislative analysis. OPR formulates long-range state goals and policies to address land use, climate change, population growth and distribution, urban expansion, infrastructure development, groundwater sustainability and drought response, and resource protection. OPR's budget programs include State Planning and Policy Development, Strategic Growth Council, California Volunteers, Office of Community Partnership and Strategic Communication, Racial Equity Commission, and Youth Empowerment Commission. OPR is a fast-paced, creative work environment that requires staff to have strong collaboration skills, an ability to quickly respond to changing policy needs, and a positive attitude and sense of humor. Proven commitment to creating a work environment that celebrates diverse backgrounds, cultures, and personal experiences.

GENERAL STATEMENT

Under the general direction of the Chief Information Officer, the Senior Applications Developer serves as a lead and architect on complex Information Technology (IT) systems under the Software Engineering domain problems and serves as the advanced technical specialist performing complex software development and will work amongst a technical team to develop and maintain applications both on-prem and in the cloud for OPR. This position is expected to actively collaborate with the other cloud teams to identify the most effective and efficient methods for delivering cloud-based applications that meet business needs. The Senior Applications Developer is responsible for designing, coding, and testing customized solutions, provide application development and mastery level technical support for OPR internal applications. Duties include design, development, configuration, application installation, maintenance services, monitoring of application/system performance and status, diagnosing and repairing failures in accordance with best practices in administration and security, be aware of current trends in application development and evaluate new technology and create programs and scripts in support of Internal IT Services' existing and new applications. The ITS III will optimize and apply solutions for the benefit of the overall organization and play a major role in advising management or formulating information technology strategy and policy within the organization. This position requires the application of skills in analysis, planning, project management, documentation, requirements gathering, vendor interaction, and problem reporting while working independently and/or as a lead. Duties may include access to information systems containing protected enrollee information, including federal tax information, protected health information, and personally identifying information.

% of time performing duties	Indicate the duties and responsibilities assigned to the position and the percentage of time spent on each. Group related tasks under the same percentage with the highest percentage first. <i>(Use addition sheet if necessary)</i>
ESSENTIAL FUNCTIONS	
35%	<p>Design robust architectures using AWS and Azure resources, integrating Entity Framework for efficient database interactions within the AWS and Azure environment. Leverage Microsoft Razor or similar technology to streamline web development and enhance the efficiency of UI design. Designed and implemented efficient and secure architectures, utilizing Entity Framework for seamless database interactions. Work closely with cross-functional teams to ensure alignment of technical solutions with business requirements. Identify and resolve technical issues, optimize code, and enhance system performance. Maintain comprehensive documentation and promote best practices to ensure code maintainability and scalability. Develop with AWS and Azure services for application deployment, scalability, and management. Leverage AWS and Azure services to deploy and manage applications, ensuring scalability, security, and reliability. Proficiency in C#, .NET, and associated technologies. Experience with Microsoft Razor for efficient web development. In-depth knowledge of Model-View-Controller (MVC) architecture. Expertise in Microsoft Entity Framework for database interaction and management. Strong SQL skills for database design, querying, and optimization. Lead the development and implementation of robust and scalable software solutions using C#, .NET, MVC, and related technologies. Utilize HTML, CSS, and JavaScript to create intuitive, responsive, and user-friendly interfaces. Maintain comprehensive documentation adhering to Agile best practices, ensuring alignment with Agile values and principles in application development.</p>
25%	<p>Design new technologies, architectures, and solutions that will support the creation of new products and enhancements from concept to launch as part of a cross-functional project team; design, implement, and test solutions that result in compelling, easy-to-use products; develop implementation plans including cost-benefit or return on investment analysis; design infrastructure configuration and change management standards or requirements; review software architecture and make recommendations regarding technical and operational feasibility; plan, design, and implement the enterprise data models using standardized modeling tools to align technology solutions with business strategies. Develop and conduct tests using various testing methodologies. Prepare different levels and types of application, system, and program test specifications, such as unit, system, integrated, stress, and various other testing methodologies. Develop and maintain test databases, code versioning, structures, techniques, and processes. Responsible for the architecture, design, configuration, operation, and maintenance of systems discovery and planning, design, configuring, administering, and sustaining the operation of a defined system; conduct disaster and recovery analysis, planning, implementation, and administration for systems; and monitor and conduct audits of system capacity, performance, and traffic analysis. Conduct application/system impact analysis and report system security statuses; perform risk assessments and recommend information technology solutions; analyze incident-related data and determine the appropriate response and defense of information technology data and environments to address sources of disruption.</p>
20%	<p>Designs, codes, and tests GIS applications, tools, and functionalities to meet project requirements. Lead the development of programming languages such as Python, JavaScript, or C# to create custom GIS software solutions. Manages geospatial databases and ensures the integrity, accuracy, and efficiency of data storage and retrieval. Lead the design and optimize database structures, manage data updates, perform data quality control, and implement data security measures. Conducts geospatial analysis to extract meaningful insights from spatial data. Utilize spatial algorithms, statistical techniques, and data visualization to identify patterns, trends, and relationships within the geographic data. Integrates GIS functionalities into existing systems or platforms, such as web applications or enterprise systems. Lead the development of APIs (Application Programming Interfaces) to connect GIS services and data with other applications or databases.</p>

<p>15%</p>	<p>Responsible for the management of information technology resources according to OPR CEQA application touchpoint priorities and needs, including activities such as information technology policy and program development, service performance management, process reengineering, business analysis, research and development, digital service user experience engagement, content design, and product and delivery strategy. Apply principles and methods for planning or managing the implementation, update, or integration of information systems components; apply the principles, methods, techniques, and tools for developing scheduling, coordinating, and managing projects and resources, including integration, scope, time, cost, quality, human resources, communications, and risk and management.</p>
<p>5%</p>	<p>MARGINAL FUNCTIONS Perform other job-related duties as required.</p>
	<p>KNOWLEDGE, SKILLS, AND ABILITIES</p> <p><i>Knowledge of:</i> Emerging technologies and their applications to business processes; business or systems process analysis, design, testing, and implementation techniques; techniques for assessing skills and education needs to support training, planning and development; business continuity and technology recovery principles and processes; principles and practices related to the design and implementation of information technology systems; information technology systems and data auditing; the department's security and risk management policies, requirements, and acceptable level of risk; application and implementation of information systems to meet organizational requirements; project management lifecycle including the State of California project management standards, methodologies, tools, and processes; software quality assurance and quality control principles, methods, tools, and techniques; research and information technology best practice methods and processes to identify current and emerging trends in technology and risk management processes; and state and federal privacy laws, policies, and standards.</p> <p><i>Ability to:</i> Recognize and apply technology trends and industry best practices; assess training needs related to the application of technology; interpret audit findings and results; implement information assurance principles and organizational requirements to protect confidentiality, integrity, availability, authenticity, and non-repudiation of information and data; apply principles and methods for planning or managing the implementation, update, or integration of information systems components; apply the principles, methods, techniques, and tools for developing scheduling, coordinating, and managing projects and resources, including integration, scope, time, cost, quality, human resources, communications, and risk and procurement management; monitor and evaluate the effectiveness of the applied change management activities; keep informed on technology trends and industry best practices and recommend appropriate solutions; foster a team environment through leadership and conflict management; effectively negotiate with project stakeholders, suppliers, or sponsors to achieve project objectives; and analyze the effectiveness of the backup and recovery of data, programs, and services.</p> <p>DESIRABLE QUALIFICATIONS:</p> <ul style="list-style-type: none"> • AWS and Azure Developer certifications. • Experience with cloud computing platform(s) such as Azure, AWS. • Experience in application development using serverless technologies, cloud computing, messaging services, API gateways, etc. • Experience with various platforms, tools, and programming languages (Salesforce, Power platform, Azure Services, HTML, WordPress, .NET Framework, C#, XML, JSON, DevOps, SQL, JavaScript, CSS, Node.js, React.js, JSON, and Web UI frameworks). Web Services (SOAP, REST) and DBMS (Oracle, SQL Server, NoSQL, etc.). • Have a strong understanding of how modern web services and mobile apps are built, and the cloud infrastructure that powers them (Azure, AWS, Google etc.).

SPECIAL PHYSICAL CHARACTERISTICS: Persons appointed to this position must be reasonably expected to exert up to 10 lbs. of force occasionally and/or a negligible amount of force frequently or constantly to lift, carry, push, pull or otherwise move objects. Involves sitting most of the time but may involve walking or standing for brief periods of time. This position may be eligible to participate in OPR's hybrid telework schedule. Participation in Telework is subject to OPR's guidelines.

The statements contained in this duty statement reflect general details as necessary to describe the principal functions of this job. It should not be considered an all-inclusive listing of work requirements. Individuals may perform other duties as assigned, including work in other functional areas to cover absence of relief, to equalize peak work periods or otherwise balance the workload.

SUPERVISOR'S STATEMENT: I HAVE DISCUSSED THE DUTIES OF THE POSITION WITH THE EMPLOYEE AND HAVE PROVIDED A COPY OF THE DUTY STATEMENT TO THE EMPLOYEE.

SUPERVISOR'S NAME (Print)	SUPERVISOR'S SIGNATURE	DATE
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EMPLOYEE'S STATEMENT: I HAVE READ AND UNDERSTAND THE DUTIES LISTED ABOVE AND CAN PERFORM THESE DUTIES WITH OR WITHOUT REASONABLE ACCOMMODATION. (IF YOU BELIEVE REASONABLE ACCOMMODATION IS NECESSARY, DISCUSS YOUR CONCERNS WITH YOUR HIRING SUPERVISOR. IF UNSURE OF A NEED FOR REASONABLE ACCOMMODATION, INFORM YOUR HIRING SUPERVISOR, WHO WILL DISCUSS YOUR CONCERNS WITH HUMAN RESOURCES OFFICE).

EMPLOYEE'S NAME (Print)	EMPLOYEE'S SIGNATURE	DATE
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