

JOB DESCRIPTION AND POSITION CLASSIFICATION

CLASSIFICATION Information Technology Associate		DWR POSITION NUMBER 0530-1401-XXX	SAP POSITION NUMBER 50000571	MCR 1
APPOINTEE Vacant		SAP PERSONNEL NO.	DIVISION/SECTION DTS/Enterprise Development and Database Service	
COLLECTIVE BARGAINING IDENTIFIER				
<input type="checkbox"/> Management Related BU:	<input type="checkbox"/> Supervisory Related BU:	<input type="checkbox"/> Confidential Related BU:	<input checked="" type="checkbox"/> Rank and File BU: R01	
RESPONSIBILITIES EXERCISED <input type="checkbox"/> Supervisory <input type="checkbox"/> Lead Person		IMMEDIATE SUPERVISOR (Print) Rajaram Bondu	SUPERVISOR'S CLASSIFICATION Information Technology Manager I	
APPROVED BY (Personnel Analyst's Name) Tammy Geer			DATE 3/13/2026	
<i>Percent of Time</i>	<i>Activity</i>			
30%	<p>POSITION SUMMARY</p> <p>Under the general supervision of the Enterprise Development and Database Services Manager, the position serves as a Application System Engineer. The position's duties and activities are performed primarily within the System Engineering and Software Engineering technical domains. Position performs well-defined tasks of analysis, design, development, deployment, and maintenance of the enterprise application and system development efforts that enable the Department to meet its business objectives; Provides system programming and technical support for the development of technology software solutions. Incumbent must adhere to all Departmental IT Governance Standards and IT Policies as set by the Department's Chief Information Officer.</p> <p>ESSENTIAL FUNCTIONS</p> <p>This position requires that the incumbent work cooperatively with others; maintain regular, predictable, and consistent attendance; exercise good judgment; provide excellent service to internal and external customers; and complete assigned projects and tasks on time at a level commensurate with the position classification. The incumbent must demonstrate the following: respect for coworkers and managers by being courteous, considerate, and professional; openness and trust by being straightforward, listening respectfully, sharing information, and being receptive to new ideas; and accountability by taking responsibility for one's own actions/inaction and the subsequent outcomes.</p> <p>SPECIFIC DUTIES INCLUDE:</p> <p>Serve as an application developer in support of the implementation of enterprise business solutions. Design, develop, and implement secure web, mobile, and desktop software and application components that adhere to organizational enterprise requirements, software engineering methodologies and standards, integrated tool-sets, application frameworks, and which utilize standard development languages, tools, databases and SQL. Perform professional</p>			
SUPERVISOR'S STATEMENT: I HAVE DISCUSSED THE DUTIES OF THE POSITION WITH THE EMPLOYEE.				
SUPERVISOR'S NAME (Print) Rajaram Bondu		SUPERVISOR'S SIGNATURE ➤		DATE
EMPLOYEE'S STATEMENT: I HAVE DISCUSSED WITH MY SUPERVISOR THE DUTIES OF THE POSITION AND HAVE RECEIVED A COPY OF THE DUTY STATEMENT.				
EMPLOYEE'S NAME (Print) Vacant		EMPLOYEE'S SIGNATURE ➤		DATE

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<i>Percent of Time</i>	<i>Activity</i>		
30%	<p>application design, coding, and configuration according to established development principles and best practices, using on-premise and cloud-based frameworks and platforms. Analyze current application architecture or current business processes to identify and develop opportunities for improvements. Collaborate and coordinate with team members including clients, analysts, additional developers, database administrators, and other technical and designated project participants.</p>		
30%	<p>Maintain application solutions. Ensure that solutions are operational, accessible, and perform at optimal levels. Regularly review application monitoring tools. Monitor service request and incident queues. Investigate, diagnose and resolve application/system problems or coordinate with required delivery personnel to complete resolutions. Design, develop and implement application system enhancements to meet requested functional and non-functional improvements.</p>		
25%	<p>Perform unit, system and integration testing of technical components to ensure that all requirements and behaviors have been fully developed. Evaluate and debug reported defects to achieve required system functionality.</p>		
10%	<p>Create and maintain appropriate technical documentation. Review deliverables for completeness and accuracy.</p>		
5%	<p>Perform other related duties as requested by Division leadership, such as: prepare general documents, participate in special projects and committees.</p>		
	<p>SPECIAL REQUIREMENTS</p> <p>Incumbent shall maintain strict confidentiality in regard to departmental data and systems, identity management, system accounts, and information security items that they have access to via any assigned privilege accounts (These are accounts assigned to an employee that require privileges over-and-beyond the standard user production account, e.g. system administrator, applications administrator, domain administrators). Incumbent must maintain strict confidentiality when participating in any e-discovery or forensics type of activities, or any other situations where discretion is required.</p>		

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<i>Percent of Time</i>	<i>Activity</i>			
	<p>May be required to work extended hours and travel to various locations throughout the State of California when requested.</p> <p>KNOWLEDGE, SKILLS AND ABILITIES:</p> <p>The incumbent must possess knowledge and experience with:</p> <ul style="list-style-type: none"> • Information Technology concepts, practices, methods, and principles; • Software and system development life-cycle principles including solution provisioning, system analysis, data management, system and software engineering; • Secure Software practices; • Experience configuring and coding information technology systems; • Experience monitoring information technology systems to ensure integrity and performance; • Experience troubleshooting and resolving information technology systems functional and performance problems; <p>The incumbent must possess skills and abilities with:</p> <ul style="list-style-type: none"> • Critical thinking to provide business enabling information technology solutions; • Strong interpersonal and communication (written and verbal) skills. Must be able to independently communicate effectively with management, business staff , and numerous technical disciplines. 			

JOB DESCRIPTION AND POSITION CLASSIFICATION

CLASSIFICATION Information Technology Specialist I		DWR POSITION NUMBER 0530-1402-031	SAP POSITION NUMBER 50000571	MCR 1
APPOINTEE Vacant		SAP PERSONNEL NO. TBD	DIVISION/SECTION DTS-Enterprise Development & Database Services	
COLLECTIVE BARGAINING IDENTIFIER				
<input type="checkbox"/> Management Related BU:	<input type="checkbox"/> Supervisory Related BU:	<input type="checkbox"/> Confidential Related BU:	<input checked="" type="checkbox"/> Rank and File BU: R01	
RESPONSIBILITIES EXERCISED <input type="checkbox"/> Supervisory <input type="checkbox"/> Lead Person		IMMEDIATE SUPERVISOR (Print) Rajaram Bondu	SUPERVISOR'S CLASSIFICATION Information Technology Manager I	
APPROVED BY (Personnel Analyst's Name) Tammy Geer			DATE 3/13/2026	
<i>Percent of Time</i>	<i>Activity</i>			
30%	<p>POSITION SUMMARY</p> <p>Under the general supervision of the Enterprise Development and Database Services Manager, the position serves as a Senior Application Developer. The position's duties and activities are performed primarily within the Software Engineering technical domain. Serves as a subject matter expert providing leadership and consultation in the analysis, design, development, deployment, and maintenance of the most complex enterprise application and system development efforts that enable the Department to meet its business objectives; Provides system programming and technical expertise for the development of reusable architectural components, shared common services, and system solutions. Incumbent must adhere to all Departmental IT Governance Standards and IT Policies as set by the Department's Manager of the Division of Technology Services.</p> <p>ESSENTIAL FUNCTIONS</p> <p>This position requires that the incumbent work cooperatively with others; maintain regular, predictable, and consistent attendance; exercise good judgment; provide excellent service to internal and external customers; and complete assigned projects and tasks on time at a level commensurate with the position classification. The incumbent must demonstrate the following: respect for coworkers and managers by being courteous, considerate, and professional; openness and trust by being straightforward, listening respectfully, sharing information, and being receptive to new ideas; and accountability by taking responsibility for one's own actions/inaction and the subsequent outcomes.</p> <p>SPECIFIC DUTIES INCLUDE:</p> <p>Serve as a lead developer responsible for the implementation and integration of enterprise business solutions, participates in the formulation and development of applications, frameworks, design/development of shared-services, development strategies, standards, and practices; Develop applications in accordance with both the software development life cycle processes and</p>			
SUPERVISOR'S STATEMENT: I HAVE DISCUSSED THE DUTIES OF THE POSITION WITH THE EMPLOYEE.				
SUPERVISOR'S NAME (Print) Rajaram Bondu		SUPERVISOR'S SIGNATURE ➤		DATE
EMPLOYEE'S STATEMENT: I HAVE DISCUSSED WITH MY SUPERVISOR THE DUTIES OF THE POSITION AND HAVE RECEIVED A COPY OF THE DUTY STATEMENT.				
EMPLOYEE'S NAME (Print) Kaho Leung		EMPLOYEE'S SIGNATURE ➤		DATE

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CLASSIFICATION	DWR POSITION NUMBER	SAP POSITION NUMBER	MCR
Information Technology Specialist I	0530-1402-031	50000571	1
APPOINTEE	SAP PERSONNEL NO.	DIVISION/SECTION	
Vacant	TBD	DTS-Enterprise Development & Database Services	
<i>Percent of Time</i>	<i>Activity</i>		
30%	<p>the Service-Oriented Architecture (SOA) environment. Analyzes and designs application infrastructure utilizing SOA. Serves as a technical lead or consultant to other IT personnel in solving application/system problems and achieving the best use of available shared services and data.</p> <p>Design and lead the development of the most complex enterprise web, mobile, and desktop application components utilizing standard development languages and tools as well as RDBMS databases and SQL. Professional application design and coding, making application architecture decisions, providing guidance and direction on development principles and best practices. Collaborate and coordinate with all team members including clients, database administrators, technical and other designated project participants. Resolve application and interface issues. Coordinate and ensure effective operations of complex multiple application configurations including integration with the enterprise technical architecture. Analyze current application architecture to identify and develop opportunities for improvements. Participate in enterprise project efforts, including the design and modeling of solutions, component identification and acquisitions, quality review, and development of guidelines and procedures.</p>		
25%	<p>Review deliverable and work products for completeness, accuracy and fulfillment of requirements and usage of standards. Mentor application development staff to ensure they are fluent in and adhere to software development methodologies and standards, software engineering, integrated tool-sets, and application frameworks. Assist in the development staff in diagnosing and resolving of application/system problems.</p> <p>Determine and create the appropriate level of technical documentation for each project. Develop test scripts that allow full and proper testing of technical components to ensure that all requirements and behaviors have been fully developed at the unit and integration stages of development.</p>		
15%	<p>Motivate and lead staff, users and customers in the accomplishment of project objectives and goals as well as excellent customer service delivery. Perform other related duties as requested by Division leadership, such as: prepare general administrative documents, and participate in special projects and committee work.</p> <p>SPECIAL REQUIREMENTS</p> <p>Incumbent shall maintain strict confidentiality in regard to departmental data and systems, identity management, system accounts, and information security items that they have access to via any assigned privilege accounts (These are accounts assigned to an employee that require privileges over-and-beyond the standard user production account, e.g. system administrator, applications administrator, domain administrators). Incumbent must maintain strict confidentiality when participating in any e-discovery or forensics type of activities, or any other situations where discretion is required.</p>		

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<i>Percent of Time</i>	<i>Activity</i>		
	<p>All employees are responsible for contributing to an inclusive, safe, and secure work environment that values diverse cultures, perspectives, and experiences, and is free from discrimination.</p> <p>The Department of Water Resources is committed to its mission and employees, and we are grounded in our commitment to public safety. Regular, consistent, and predictable attendance is essential to the successful performance in this position.</p> <p>May be required to work extended hours and travel to various locations throughout the State of California when requested.</p> <p>KNOWLEDGE, SKILLS AND ABILITIES</p> <ul style="list-style-type: none"> *Application framework design & development *Software & system engineering *Development methodologies and practices *Leading application development teams and projects *Event driven and Service-Oriented architecture (SOA) *Systems analysis and design *Application and component development in Object Oriented *Front-end scripting languages *RDBMS and SQL *Object/class modeling *Systems integration *Project management *Data modeling *Effective communication (written and verbal) 		