



Classification: Information Technology Specialist III

Working Title: Enterprise Solutions Architect

Position Number: 358-500-1415-005

Division/Unit: Information Technology Services Division / Deputy Director's Office

Assigned Headquarters: Sacramento Headquarters

Position Eligible for Telework (Yes/No): Yes

Job Description Summary

Under the administrative direction of the Deputy Director and Chief Information Officer (CIO) of the Information Technology Services Division (ITSD), the Enterprise Solutions Architect will serve as an expert advisor and works as a technical expert within the California State Lottery (Lottery). The incumbent will be responsible for designing and implementing integrated, enterprise solutions that enable the Lottery to achieve its business goals and objectives. The duties for this position are focused in the Business Technology Management, Information Security Engineering, Client Services, IT Project Management, Software Engineering, and System Engineering domains.

Job Description

40% (Essential) Translates business requirements into scalable, secure, and supportable architecture designs. Develops solution strategies that align with department-wide strategic objectives. Designs and documents end-to-end enterprise solutions across applications, data, integration, security, and infrastructure layers. Provides expert technical guidance in the development of strategic roadmaps, technical blueprints, standards, and reference architectures in support of solution development and implementation. Manages the Lottery's application portfolio. Performs expert level technical tasks throughout the design, build, test, and deployment of solutions to meet legislative, regulatory, and business needs. Designs integration architectures involving APIs, interfaces, and both on-prem and cloud systems. Ensures the integration and interoperability of multiple architectural platforms and systems to build technology blueprints for current and future organizational business needs and to provide scalable architecture, solution, and design. Researches, evaluates, designs, recommends, and plans the implementation of new or updated information technologies in support of the business. Facilitates the research, introduction, and adoption of new technologies and solutions that support the Lottery's strategic goals and objectives. Reviews new solutions, as well as applications, systems, and environment changes to verify compliance with technical and security standards. Identifies opportunities for re-use and/or sharing of existing architecture and solution assets to ensure the integrity and availability of the operational systems and other enterprise technology services.

30% (Essential) Evaluates, develops, and implements solutions, technologies, platforms, and tools. Analyzes business impact based on emerging technologies. Provides expert level oversight and guidance on solution architecture for new IT projects. Leads proofs of concepts (POCs). Analyzes existing solution architectures and propose improvements to enhance efficiency and reliability. Makes detailed recommendations for system lifecycle management, addressing architectural gaps and facilitating seamless integration. Identifies optimal workloads and methods for leveraging emerging technologies, minimizing disruptions. Researches highly



complex technical architectural issues which impact Lottery systems. Provides analytical and technical review and analysis of solutions to ensure alignment with Lottery business needs and technology standards. Advises management on IT strategy, policy, and governance. Provides expert consulting services to business stakeholders and other architects to understand core business processes and business priorities. Provides recommendations on the planning, development, implementation, and coordination of technology solutions. Provides expert experience to support integrations across multiple application environments. Acts as an expert advisor to ITSD leadership and makes recommendations. Participates in the Lottery's technical governance bodies. Communicates resolutions to staff and appropriate customers. Ensures resolutions are documented. Prepares and gives presentations regarding projects as required.

25% (Essential) Serves as the expert advisor and technical expert on application design and development frameworks to provide the department with robust, scalable, and secure solutions that meet customer's expectations. Designs and implements robust code/script review processes. Defines application development standards for coding, security, CI/CD, and DevOps best practices. Plans, develops, and manages the enterprise application framework and standards in support of Lottery's business and operational needs. Trains and mentors staff on solution development and implementation best practices and standards to ensure application and system related problems are accurately diagnosed and effectively resolved in a timely manner. Mentors and leads staff on the implementation of application solutions in terms of design, development, testing, installation, configuration, and integration with other enterprise applications. Collaborates with the ISO and cybersecurity teams to address security findings and ensure new solutions protect Lottery data and assets against potential threats.

5% (Marginal) Other job-related duties as assigned such as but are not limited to: performing in a project lead capacity, developing/maintaining various documentation, performing advisory and consulting services, etc. Serves as an advisor on key governance bodies; and participates, as needed, in ad-hoc committees, work groups, and projects.

Scope and Impact

- a. **Consequence of Error:** ITSD is responsible for delivering high-quality technology services and solutions that enable the business to achieve its goals and objectives. With over 1,000 staff located in offices throughout the state, the Lottery's sole mission is to provide supplemental funding for California's public schools and colleges. While the Lottery is a public agency, it receives no public funding. Instead, all operating and administrative expenses are raised through the responsible sales of Lottery games. Disruptions that impact revenue generation would significantly affect the Lottery's ability to achieve its mission. In addition, incorrect data supplied to executives, upon which members rely for decision-making criteria, and/or unsupported recommended approaches or solutions could result in wasted resources and inefficient use of Lottery resources. Negative decisions on mission critical Lottery systems could result in outages where such failures would be a significant embarrassment to the Lottery, the Governor, and the State.

Errors, incomplete staff work, poor recommendations, and/or poor decisions may result in the loss of or disruption of major services to customers and/or the inability of ITSD to meet business needs. As appropriate, staff must be available to respond to major services outages that affect daily operations to ensure business continuity.



The Enterprise Solutions Architect exercises good judgement in making decisions affecting the Lottery's information technology and data. Poor judgement and decisions can adversely impact ITSD's effectiveness. The architecture, maintenance, and operations of the Lottery's IT systems and services constitute a significant investment in staff and material resources. The effective and efficient support of this investment is the responsibility of ITSD. Failure to use good judgement in performing the duties for this position could result in the loss of system integrity, loss of sales in Lottery products, or cause a security breach.

- b. **Administrative Responsibility:** The Enterprise Solutions Architect functions as a high-level technical lead developing, maintaining, and delivering the models, frameworks, principles, and design patterns that are used to plan, design, and implement solutions using information technology. The Enterprise Solutions Architect will work with and coordinate with all members of management and staff, vendors, and business stakeholders to ensure ITSD delivers IT services and solutions that meet the current and future business and operational needs of the Lottery. The Enterprise Solutions Architect will assist with the training of any new personnel in the unit.
- c. **Supervision Exercised and Received:** The Enterprise Solutions Architect is under the administrative direction of and receives most assignments from the CIO; however, direction and assignments may also come from the extended ITSD management team.
- d. **Personal Contacts:** The Enterprise Solutions Architect interacts with various levels of Lottery executives, managers, stakeholders, business areas, staff, vendors and consultants, and other state agencies.

Physical and Environmental Demands

Not Applicable.

Working Conditions and Requirements

The incumbent will work in a fast-paced environment, with competing priorities, and critical deliverables.

- a. **Schedule:** This position supports the Lottery during normal business hours from 8:00 a.m. to 5:00 p.m. unless otherwise approved by the CIO. Weekends, long and/or irregular hours, after-hours work, and holiday work may be required.
- b. **Travel:** Statewide overnight travel may be required.
- c. **Other:** This position is required to carry a Lottery-issued mobile phone to be reachable outside of normal business hours.



Effective Date:

NOTE: The statements contained in this job description 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. The incumbent of this position may perform other duties (commensurate with this classification) as assigned, including work in other functional areas to cover during absences, to equalize peak work periods or otherwise balance the workload.

SUPERVISOR'S STATEMENT:

- I have discussed the duties and responsibilities of the position with the employee.
- I have retained a copy of the signed duty statement.

Supervisor Signature

Printed Name

Date

EMPLOYEE'S STATEMENT:

- I have discussed the duties and responsibilities of the position with my supervisor.
- I have signed and received a copy of the duty statement.
- I am able to perform the essential functions listed with or without Reasonable Accommodation.
- I understand that I may be asked to perform other duties as assigned within my current classification, including work in other functional areas as business needs require.

Employee Signature

Printed Name

Date