



POSITION DUTY STATEMENT

Division: Information Systems Division	Classification Title: 1415 Information Technology Specialist III
Branch: Enterprise Modernization Project Branch	Working Title: DL/ID Technical Architect
Unit: Enterprise Modernization Project Branch	Tenure/Timebase: Limited Term Fulltime
Position City: Sacramento	Position County: Sacramento County
Position Number: 716-1415-943	CBID/Bargaining Unit: M01
Conflict of Interest Classification: No This position is designated under the Conflict of Interest Code. This position is responsible for making or participating in the making of governmental decisions that may potentially have a material effect on personal financial interests. The appointee is required to complete Form 700 within 30 days of appointment. Failure to comply with the Conflict of Interest Code requirements may void the appointment.	
Medical Evaluation: No	Bilingual Language: Unknown
Sensitive Position: No	DMV Employee Pull Notice: No
Fingerprint/Live Scan: Yes	Professional License: No
Work Week Group: E	Date Approved: 07/24/2026

Direction Statement and General Description of Duties: Under administrative direction of the Information Technology Manager (ITM) II, the DL/ID Technical Architect, Information Technology Specialist (ITS) III, performs activities related to discovering concepts and theories for enterprise modernization architecture. Provides strategic and technical leadership, and mastery-level expertise to drive continuous improvement of the DMV's Digital Experience Platform (DxP) DL/ID phase and other modernization project's use of technology. Assignments require an advanced level of organizational understanding to bridge the strategic intent and practical technical application. Advises management on formulating Information Technology (IT) strategy, policy, and governance for the DXP DL/ID modernization project and enterprise wide to link strategic goals and innovation. The ITS III performs duties related to System Engineering and Software Engineering, including but not limited to Enterprise Architecture, Software Architecture, Software Development, Software Integration,



POSITION DUTY STATEMENT

and Product Management.

Percentage and Essential/Marginal Functions:

35%	Technical Architecture (E) Leads and designs the technical architecture for the DL/ID modernization within DXP, ensuring systems, integrations, and infrastructure support the program's future-state needs. Defines high-level DL/ID technical plans, closes gaps between legacy and modern platforms, and develops solutions that reflect complex licensing workflows and compliance requirements. Communicates DL/ID system specifications to development teams, evaluates and recommends technologies and integration patterns, and ensures interoperability with legacy systems and external partners. Plans and coordinates the retirement of obsolete DL/ID systems while guiding the implementation of modern, scalable components that improve performance, reliability, and customer service.
30%	Enterprise Architecture (E) Architects, designs, and maintains the technical architecture for the DXP DL/ID program, ensuring modernized licensing and identification systems align with business needs and future-state strategy. Evaluates emerging technologies, recommends DL/ID-specific platforms and integration patterns, and assesses feasibility, risks, and alignment with enterprise standards. Defines high-level architectural plans that bridge legacy DL/ID systems with modern cloud-based components, ensuring secure data exchange, compliant interfaces, and adherence to statewide and federal requirements. Guides adoption of service-oriented and API-led architectures, establishes technical standards, and advises ISD leadership on modernization strategy and technology investments. Oversees lifecycle planning for DL/ID systems, including transition, retirement, and replacement of obsolete components, ensuring scalable, reliable, and efficient system performance.
20%	Project Management (E) Guides cross-functional ISD teams supporting the DXP DL/ID modernization, ensuring technical objectives and architectural standards are met across workstreams. Leads DL/ID technical design efforts in a matrix environment, collaborating closely with product owners, developers, business partners, and vendors to deliver integrated licensing and identification solutions. Performs DL/ID-specific risk assessments and develops mitigation strategies to protect system stability and modernization timelines. Develops and maintains DL/ID continuity and contingency planning—including impact analysis, recovery strategies, and readiness activities to ensure resilient statewide licensing operations throughout modernization.



POSITION DUTY STATEMENT

10%	Knowledge Management and Skill Development (E) Collaborates with other departmental experts and team members to develop and implement key strategic IT initiatives including innovation and optimization opportunities. Researches and determines enterprise system design changes and change requirements needed to drive targeted business outcomes by understanding business drivers and business capabilities (Current State and Future State). Maintains awareness and expertise of current and emerging IT trends and technologies keeping abreast of industry standards, applying new and emerging processes and procedures with an emphasis on technical architecture.
5%	Communication and Relationship Management (M) Liaisons with internal and external stakeholders to manage relationships and coordinate project initiatives. Facilitates architectural board meetings and conducts presentations and/or briefings on modernization projects to departmental executive leadership and oversight agencies. Performs other job-related duties as required.

Supervision Received: The ITS III is under administration direction of the Information Technology Manager II (ITMII).

Supervision Exercised and Staff Numbers: The ITS III is the technical expert over a multi-functional, highly complex project. The ITS III does not supervise but may act as a lead to others and will be regarded as the Architecture Subject Matter Expert.

Physical Requirements:

Special Requirements:

Personal Contacts: The ITS III communicates with DMV's Executive Office, Department of Finance, California Department of Technology, and the California State Transportation Agency on project status. The ITS III maintains relationships and communicates with management, business and technical teams, vendors, internal and external stakeholders. Communications are by phone, email, in person, and mail. Interactions may be general, confidential, sensitive or informative.



DEPARTMENT OF MOTOR VEHICLES
POSITION DUTY STATEMENT

716-1415-943

I have read and understand the duties listed above and I certify that I possess essential personal qualifications including integrity, initiative, dependability, good judgment, and the ability to work cooperatively with others; and a state of health consistent with the ability to perform the assigned duties as described above with or without reasonable accommodation. (If you believe you may need to request reasonable accommodation to perform the duties of this position, discuss your request with your manager/supervisor who will engage with you in the interactive process.)

EMPLOYEE NAME	EMPLOYEE SIGNATURE	DATE

MANAGER/SUPERVISOR ACKNOWLEDGMENT

I certify this duty statement represents a current and accurate description of the essential functions of the position. I have discussed the duties of this position with the employee and provided the employee a copy of this duty statement

MANAGER/SUPERVISOR NAME	MANAGER/SUPERVISOR SIGNATURE	DATE