



Duty Statement

Classification: **Information Technology Specialist II**

Position Number: **275-815-1414-011**

HCM#: **8047**

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

Location: **Sacramento, CA**

Working Title: **Senior Business Intelligence Specialist**

Effective Date: **August 1, 2026**

Collective Bargaining Identifier (CBID): **R01**

Supervision Exercised: ☐ Yes ☒ No

Telework: ☒ Office-Centered ☐ Remote-Centered ☐ Not Eligible

The Information Technology Service Branch (ITSB) provides technology services that support CalPERS lines of business. The ITSB organization provides infrastructure and platform support, application development, business technology planning, and related services and functions. ITSB is committed to providing technical leadership, increased business alignment, talent, transparency, and accountability in support of CalPERS strategic business objectives.

Under general direction of the Information Technology Manager I in the Enterprise Data Services unit, the Senior Business Intelligence Specialist works and is responsible for managing overall Business Intelligence (BI) solutions delivery through the appropriate data, tools, and output. The Senior Business Intelligence Specialist works primarily in the Software Engineering domain.

Essential Functions

Regular and consistent attendance in the office at least three days a week for teamwork, in-person collaboration, personal interactions with members, stakeholders, and other team members, cross-functional communications within CalPERS. In-person collaboration is essential to promote and foster innovation, creativity, and complete engagement by the team. Coordinating work in person allows the teams to stay functional and aligned with the work of others. Being present in the office is essential to allow for immediate accessibility for discussions, questions, mentoring, or strategy sessions between team members.

30%	Onsite ¹ and virtually, designs and architects end-to-end Extract, Transform, Load (ETL) and Extract, Load, Transform (ELT) solutions using Structured Query Language (SQL), Python, and other cloud technologies and ETL products to enable seamless integration of data across data platforms. Develops scalable, efficient, and resilient data integration frameworks that align with business objectives and ITSB's technology roadmap. Defines and documents data integration standards, patterns, and best practices to ensure consistency and quality across all data integration efforts. Collaborates with ITSB and business areas to design data
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integration solutions that support business area data platforms and applications. Establishes and enforces data integration governance practices to ensure data accuracy, consistency, and security across data platforms. This includes defining data quality standards and validation processes to ensure the integrity of data flowing through the ETL architecture. Collaborates with data governance teams to ensure compliance with regulatory requirements and organizational policies. Designs data integration solutions that prioritize performance optimization, scalability, and resiliency. Identifies and addresses potential bottlenecks, risks, and challenges in the data integration architecture. Designs and architects data warehouse solutions that are scalable, comply with CalPERS data policies, and can be monitored and managed. Ensures ensure data integration solutions are designed to support automation, flexibility, and cost-effectiveness.

- 30% Onsite and virtually, delivers comprehensive Power BI development and production support, including administration and gateway management to ensure optimal performance and seamless functionality. Directs the architectural design of core components of the investment data platform. Ensures components are integrated into the broader investment technology and data platform ecosystems to support business capabilities and requirements. Defines data storage usage patterns, data modeling approaches, and integration strategies to optimize performance, scalability, and cost-effectiveness. Provides guidance on data storage in the overall data architecture, including its integration with other data platforms, tools, and technologies.
- 25% Onsite and virtually, partners with business area stakeholders to understand business capabilities, solution requirements, and desired investment outcomes. Collaborates with ITSB teams to ensure alignment between data integration architecture and technology implementation. Works closely with business areas to understand their data needs and ensure the data integration architecture supports their specific requirements. Acts as a liaison between ITSB and business areas to ensure data integration solutions align with the long-term capability roadmap and investment strategies.
- 10% Onsite and virtually, evaluates and recommends data integration tools, cloud tools and technologies, and methodologies that align with ITSB's technology roadmap and the objectives of the business areas. Stays informed of emerging trends and innovations in data integration, database, and related technologies to drive continuous improvement and innovation. Provides technical expertise and thought leadership in data integration architecture to support ITSB's modernization efforts. Provides education and mentorship to junior team members and business stakeholders by sharing expertise in data integration architecture, data storage/database best practices, and modern ETL and ELT design principles, fostering their technical growth and ensuring alignment with organizational standards and goals.
- 5% Onsite and virtually, performs other duties as assigned and appropriate for this classification.

Working Conditions

- ¹ This position is designated as office-centered and works primarily onsite at the Sacramento, CA - Headquarters at least three weekdays.
- Workstation is located in a standard multi-level office building accessible by stairs and elevator, with artificial light, height-adjustable desk, and adjustable office chair.

- Prolonged reading and typing on a laptop or keyboard and monitor.

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 (Print):

Employee Signature:_____ **Date:**

I certify that the above accurately represent the duties of the position.

Supervisor Signature:_____ **Date:**