

DUTY STATEMENT

		EFFECTIVE DATE
BRANCH Technology Services	POSITION NUMBER (Agency – Unit – Class – Serial) 815 - 641 - 1414 - 905	
DIVISION/UNIT BenefitConnect/Technical Delivery/Development Team	CLASS TITLE Information Technology Specialist II	
INCUMBENT NAME Vacant	WORKING TITLE Senior Developer	
CalSTRS is dedicated to securing the financial future and sustaining the trust of California's educators through customer service, accountability, leadership, strength, trust, respect, and stewardship.		
Under the general direction of the Development Manager (Information Technology Manager I), the Senior Developer (Information Technology Specialist II) is responsible for contributing to the Software Development Life Cycle (SDLC) on the BenefitConnect (BC) application. The incumbent provides technical leadership to development teams, oversees integration processes, and collaborates with stakeholders to translate needs into effective solutions while ensuring optimal performance and support.		
% 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.	
35%	ESSENTIAL FUNCTIONS Technical Leadership & Guidance Lead CalSTRS application development team in activities across all levels of software development life cycle (SDLC) pertaining to BC and related software. Work collaboratively with other project Leads and the application development team, engaging with both state and contractor staff. This role includes leading detailed requirements gathering, designing solutions based on requirements, and developing the software to meet the requirements. Collaborate with the business test Leads and subject matter experts from various business areas for the design and development of BC software. Responsibilities include, but are not limited to, the following: • Provide leadership and direction to CalSTRS developers in the resolution of BC Problem Incident Reports (PIRs) for defects and design using the BC based technology of C#/.net and Microsoft SQL Server. • Provide leadership and direction to CalSTRS developers in the utilization of SQL to resolve Information Requests, data harvesting for tests, data extracts, data change requests, or other data needs. • Conduct peer reviews to confirm adherence to established standards. • Lead and facilitate meetings such as Joint Application Development (JAD) sessions. • Lead the design and architecture of scenarios that need to be automated through software development and enhancements. • Lead the discussions around automation tools and infrastructure related to BC. • Assess and document the efficiency of the existing automated testing technical stack and suggest improvements. • Lead the Contractor onboarding for BC software development. • Review and recommend approval to CalSTRS technical manager or designee for deliverables including but not limited to development and testing. • Oversee automated testing scripts to ensure that the respective changes are included in the test deck. • Lead and guide CalSTRS' development team to fulfill CalSTRS technical responsibilities such as development of application user interface, including interfaces and batches. • Review business requirements documentation to understand development needs/requirements with respect to both functional and non-functional requirements of applications, application interfaces, and/or Service Oriented Architecture services. • Review, update, and provide written comments on all technical related documentation. • Consult project management leads for any internal resource allocations and work collaboratively with different functional teams including, but not limited to, Contract staff. • Consult with CalSTRS project management leads and draft recommended language for decisions related to development.	

30%	Technical Duty & Responsibility Operate as a Developer performing fair share of technical software design and development tasks. Work with business and technical Leads, business users, and technical staff that have a working knowledge of the overall environment and deep understanding of issues/concerns and communicate findings to various stakeholders. Responsibilities include, but are not limited to, the following: • Design, develop, and implement changes using the BC based technology of C#.net and Microsoft SQL Server for defect fixes, development for new features, and enhancement requests. • Participate in peer reviews to confirm adherence to established standards. • Follow the System Development Life Cycle as a developer including unit testing, support or execution of System Integration Tests, and support of User Acceptance Tests. • Support production operations as needed to assist in troubleshooting production or pre-production problems. • Deploy, enhance, and manage the appropriate automation testing framework for CalSTRS automated testing efforts. • Identify, maintain, and contribute to resolving risks identified and associated with software testing. • Work collaboratively to resolve issues or defects associated with automated testing scripts.
10%	Information Request (IR), Data Change Request (DCR), and Operations Report (OR) Development Conduct interactive sessions to understand business needs. Design, develop, and fulfill IRs and DCRs to support CalSTRS' application needs. Engage in continuous feedback with the customer to ensure the solution fully addresses defined needs.
10%	IT Governance, Technical Standards & Best Practices Analyze and identify deficiencies in the various automated test processes, practices, procedures, and techniques; develop and propose improvements to address those deficiencies; communicate, guide, and mentor other developers on how to improve the efficiency, consistency, and productivity of developers' efforts as cohesive and integral parts of an SDLC.
5%	Administration and Professional Development Participate in team development, including knowledge transfer sessions (as provider and receiver), training, time keeping, status reporting, etc., and support the Information Technology Manager I in various lead functions. Collaborate with peer BC personnel and Technology Services management on planning activities. Lead and participate in various collaborative teams.
5%	Artificial Intelligence (AI) The incumbent will be instrumental in collaborating with the artificial intelligence (AI) team to design, develop, and deploy innovative AI initiatives. By coordinating with cross-functional teams, the developer ensures that the AI solutions align with business objectives and are seamlessly integrated into existing applications. Additionally, the developer will oversee the timely delivery of such projects, plan for testing strategies, and facilitate deployment while monitoring performance to refine solutions based on user feedback. Ultimately, this role aims to drive the successful implementation of AI initiatives that deliver significant organizational value.
5%	MARGINAL FUNCTIONS Support organization policies and objectives; develop rapport with key organization peers and build mutual understanding of functional interdependencies; consistently demonstrate CalSTRS' core values and competencies; adhere to organizational leadership expectations and serve as a role model to staff.

COMPETENCIES

Core Competencies. All employees are responsible for understanding and demonstrating CalSTRS' core competencies:

- Adaptability/Flexibility

- Communication
- Customer/Client Focus
- Teamwork
- Work Standards/Quality Orientation

Classification Competencies. All employees are expected to understand and demonstrate their position's CalSTRS class competencies located in the [Competency Guide](#) on Central.

CONDUCT AND ATTENDANCE EXPECTATIONS

- Communicate effectively with individuals from varied experiences, perspectives and backgrounds
- Deal with individuals in a tactful, congenial, personable manner
- Must maintain consistent and regular attendance
- Adhere to CalSTRS policies and procedures
- Support and model CalSTRS Core Values

WORKING CONDITIONS AND PHYSICAL ABILITIES REQUIRED OF THE JOB

- Prolonged periods of standing or sitting
- Work in a high-rise building, in an open space environment
- Ability to use a computer keyboard several hours a day
- Read from computer screens several hours a day
- Ability to move up to 10 pounds

Responsible for promoting a safe and secure work environment free from discrimination, harassment, inappropriate conduct, or retaliation by adhering to CalSTRS' policies and processes. Responsible for participating in mandated HR or EEO training workshops (i.e. Sexual Harassment, EEO, etc.).

To be reviewed and signed by the supervisor and employee:

SUPERVISOR'S STATEMENT:

- I HAVE DISCUSSED THE DUTIES AND RESPONSIBILITIES OF THE POSITION WITH THE EMPLOYEE
- I HAVE SIGNED AND RECEIVED A COPY OF THE DUTY STATEMENT

SUPERVISOR'S NAME (Print)

SUPERVISOR'S SIGNATURE

DATE SIGNED

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'S NAME (Print)

EMPLOYEE'S SIGNATURE

DATE SIGNED