DUTY STATEMENT

Classification: Information Technology Specialist II	
Working Title: Senior Cloud Engineer	
Program: Enterprise Technology Services (ETS)	
Division: Business Operations Technology Division (BOTSD)	
Branch: Enterprise Business Solutions Branch	
Section: CAPMAN	
Unit:	
Office Location: 1500 Capitol Avenue, Sacramento, CA 95814	
COI Position: ☑ Yes ☐ No	Telework Eligible: ☐ Yes ☑ No
CBID: R01	Position Number: 802-352-1414-912
Bilingual Position: ☐ Yes ☑ No	Specify Language: Not Applicable

This position requires the incumbent to perform their essential functions; maintain consistent and regular attendance in-person and/or virtually; to communicate effectively and professionally, both orally and in writing; to develop and maintain knowledge and skills related to specific tasks, methodologies, materials, tools, and equipment; to complete assignments in a timely manner; and to adhere to departmental policies and procedures regarding attendance and conduct including those outlined in the Health Administrative Manual and the Department of Health Care Services (DHCS) Telework Program. To promote collaboration and connection, essential functions are generally in-person consistent with the DHCS Telework Program and pursuant to an approved Telework Agreement.

Job Summary:

Under general direction of the Information Technology Manager I, the Information Technology Specialist II (ITS II) Cloud Engineer serves as the Department of Health Care Services' (DHCS') primary technical expert responsible for designing and modernizing cloud-based architecture for the Capitation Payment Management System (CAPMAN) in support of House Resolution I (H.R. 1). The ITS II provides advanced engineering expertise to create scalable, secure, and resilient cloud-native solutions that support increased payment-processing volumes, dynamic eligibility timelines, new benefit constructs, and expanded federal reporting requirements. This role leads DHCS efforts to transition legacy batch processes to event-driven and serverless models, optimize data performance, ensure strict Centers for Medicare and Medicaid Services (CMS) Interoperability security and interoperability compliance. The position exercises a high level of independent judgment, technical depth, and the ability to translate complex business and policy needs into sustainable engineering solutions.

Core Competencies

The Cloud Engineer must demonstrate strong cloud-architecture proficiency, with the ability to design and implement serverless and distributed computing patterns that support high-volume workloads. Competence in secure integration engineering is essential, along with the ability to optimize large datasets and manage data flows across multiple enterprise systems. The role requires strong analytical skills, the ability to diagnose complex technical issues, and an understanding of Development and Operations (DevOps) automation, Continuous Integration, Continuous Deliver (CI/CD), infrastructure-as-code, and cloud

Job Summary (cont):

governance. Effective communication and cross-team collaboration are equally important, enabling the engineer to work seamlessly with development teams, program partners, security units, vendors, and enterprise technology groups.

Key Activities

The incumbent leads the engineering and deployment of cloud-native components necessary for implementing new HR1-driven Capitation Management (CAPMAN) payment logic, including the modernization of batch recalculation pipelines and the creation of scalable compute environments. The position oversees performance tuning, system reliability improvements, and the development of automated deployment and monitoring processes. It ensures secure and compliant data exchanges across DHCS enterprise systems and supports architecture reviews, documentation, and operational readiness activities. The Cloud Engineer collaborates with teams across DHCS and external partners to resolve complex issues, align technical solutions with policy and program needs, and maintain the stability and integrity of CAPMAN as it undergoes significant modernization.

The duties 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 to otherwise balance the workload.

Description of Duties:	
% of Time	**Essential Functions**
40%	Cloud Architecture Design & Implementation The incumbent leads the design and implementation of scalable, cloud-native architectures that support HR1-mandated CAPMAN payment logic and modernization efforts. This includes developing serverless computing models, event-driven workflows, and containerized services to ensure CAPMAN can process high-volume transactions, support flexible eligibility windows, and manage increasingly complex benefit calculations. The engineer develops and maintains infrastructure-as-code templates, automated deployment scripts, and CI/CD pipelines to ensure consistency and reliability across development, test, staging, and production environments. Additionally, the incumbent ensures all cloud implementations adhere to CMS security, encryption, data-exchange, and interoperability standards, safeguarding system integrity while supporting evolving federal Medicaid requirements.
30%	System Modernization & Application Engineering The incumbent leads modernization of CAPMAN's batch and payment processing architecture by applying cloud-optimized patterns such as distributed compute, parallel processing, and event-driven orchestration. This includes tuning and optimizing large-scale databases, queries, and data pipelines to support rapid, recurring recalculation of payments under HR1 rules. The engineer proactively identifies and resolves cloud platform performance issues, production defects, and system outages, coordinating root-cause analysis and long-term corrective actions with cross-functional teams. The position also provides technical leadership and guidance to contractors and internal development teams, ensuring alignment with architectural standards, modernization goals, and program timelines.

Description of Duties:	
% of Time	**Essential Functions**
15%	Integration Engineering & Enterprise Coordination The incumbent engineers secure, scalable integrations between CAPMAN, Payment Funding App (PFA), Electronic Accounting Modular Interface (EAMI), CAPMAN Operational reporting System (CORS), Medical Eligibility Data Systems (MEDS), and DHCS enterprise data hubs. This involves validating Application Programming Interface (API) behaviors, data-exchange formats, event triggers, and batch interface logic to ensure alignment with processing requirements and system dependencies. The Cloud Engineer collaborates closely with DHCS security, network, and enterprise architecture teams to ensure that integration patterns, data flows, and design decisions meet departmental architecture standards and support seamless system-to-system communication. This coordination ensures CAPMAN remains interoperable within the broader Medi-Cal ecosystem as part of the HR1 modernization effort.
10%	Technical Documentation, Governance & Compliance The incumbent develops and maintains comprehensive technical documentation, including architectural diagrams, interface specifications, system runbooks, and operational procedures that support CAPMAN's cloud-based architecture. The engineer conducts code reviews, architecture assessments, and cloud governance checks to ensure adherence to DHCS, State of California, and CMS technical and security standards. The position also supports internal and external audit requests, contributes to system certification activities, and validates data quality to ensure CAPMAN meets all regulatory, reporting, and compliance obligations associated with HR1 implementation.

Description of Duties	
% Of Time	**Essential Functions**
% Of Time	**Marginal Functions**
5%	Perform other duties as required, including supporting departmental cloud initiatives, participating in enterprise working groups, and assisting during peak workload periods.

Supervision Received: Under General Direction by the (enter supervisor classification): Information Technology Manager I.

Supervision Exercised: (check all that apply) ☑ Non-Supervisory Classification / None
☐ Clerical Staff ☐ Analytical Staff ☐ Technical Staff
☐ Professional Staff ☐ Supervisory Staff ☐ Managerial Staff

Special Requirements:
☐ Medical Evaluation /Clearance ☐ Typing Certificate ☐ Valid Driver's License
☐ Background Check / Finger Printing Clearance
☐ Valid Professional License (please specify): _____

Desirable Qualifications:

1. Experience designing or supporting large cloud-based systems handling high-volume financial or eligibility-based workloads.
2. Expertise in cloud-native services such as serverless compute, managed databases, and event-driven architectures.
3. Experience with CI/CD, automation pipelines, infrastructure-as-code, and DevOps practices.
4. Familiarity with Medicaid payment systems, CMS interoperability rules, and health-care data exchange.
5. Strong analytical and problem-solving skills.
6. Ability to communicate effectively with technical and non-technical partners.
7. Experience with Agile methodologies and tools such as Jira.

Working Conditions (Check all that apply):
Prolonged Periods of:
☐ Standing ☐ Sitting ☐ Kneeling ☐ Bending
Travel May be Required:
☐ Occasional ☐ Over Night
Requires Lifting of Heavy Objects up to: _____

Acknowledgements:

Human Resources Acknowledgement: The Human Resources Division has reviewed and approved this duty statement.

Analyst Name:	Analyst Signature:	Date:
Jesus Lerma	Jesus Lerma Digitally signed by Jesus Lerma Date: 2026.07.27 10:35:55 -07'00'	07/27/2026

Employee Acknowledgement: I have discussed with my supervisor the duties of the position and have received a copy of this duty statement.

Employee Name:	Employee Signature:	Date:

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

Supervisor Name:	Supervisor Signature:	Date:

Instructions

A duty statement is a description of tasks, functions, and responsibilities of a position to which an employee is assigned, and the percent of time spent on each task. It is based on objective information obtained by thoroughly analyzing the position's functions, the competencies and skills required to accomplish these functions, and the organizational needs of the department.

Classification:	Enter the legal title documented in the Classification Specifications which contains a formalized summary of the duties and responsibilities of the positions in a class.
Working Title:	Enter a working title if there is one. The working title differs from a classification title, as it can be specific to the duties the classification is performing. e.g., Personnel Liaison, Contracts Analyst, etc.
Program / Division / Branch / Section / Unit:	Enter the information that is in alignment with where the position is located in the organization. This should also mirror what is presented on the organization chart.
Office Location:	The term office location refers to the state worksite that is the employee's reporting location when not teleworking.
Position Number:	Enter the agency, unit, class code, and serial number of the vacant position being filled. e.g., 808-202-5393-810.
Telework Eligible:	Check 'Yes' if this position is eligible for a telework schedule. Check 'No' if this position is not eligible for a telework schedule.
Conflict-of-Interest (COI) Classification:	Check 'Yes' if this position is designated under the COI Code. The 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 COI Code requirements may void the appointment. Check 'No' if this position is not designated under the COI Code.
Collective Bargaining Identifier (CBID):	Enter the CBID. The CBID information can be found in the CalHR Pay Scale. Select option 15 for an alphabetical listing of Classifications. Find your classification. The CBID will be located in the last column on the right. For the CBID information, include the appropriate letter (M, S, C, R) and the unit number.
Bilingual Position:	Check 'Yes' if this position is bilingual certified. If 'Yes' is checked the language for which the position is bilingual certified must be specified in the next field. Check 'No' if this position is not bilingual certified.
Job Summary:	Include a brief description of the position, duties performed, reporting structure, and any pertinent information you feel is necessary.
Description of Duties:	Provide an itemized listing of the specific job duties and the percentage of time spent on each separate and distinct task. The essential and marginal functions should be identified. Group related tasks under the same percentage with the highest percentage first. Percentages must be listed in descending order and must equal 100%. **Essential Functions:** Assess whether the performance of a function is 'essential' by asking yourself why the position exists and what is it the employee is being hired to do. As you review each task, ask yourself whether it is a basic,

	necessary, and integral part of the job, which would make that task essential. Ask yourself, does the position exist solely to perform that function? Are there a limited number of employees available to perform that function? Is it a highly specialized function? If so, the task may be 'essential'. **Marginal Functions:** Marginal functions are incidental and only account for a minimal part of the job. They are secondary to essential functions, and they make up the remaining duties of the position. Keep in mind that marginal functions can also be absorbed by another staff member so if they were to be removed, it doesn't change the concept of the position.
Supervision Received:	Check the nature of the supervision received and enter the classification of the supervisor. Review the Classification Specifications and see the descriptions below to help determine the type of supervision this position receives. **Under Close Supervision:** Used for entry-level classes in which an employee is learning the duties of the class as a trainee or apprentice. **Under Supervision:** The position is subject to continuous and direct control. **Under General Supervision:** The position is subject to a minimum of continuous and direct control. **Under Direction:** Indicates that supervision is general and not close, continuous, or concerned with details. The statement tends to be used with technical and professional positions where the employees are expected to operate with a reasonable degree of independence, or as a journeyperson or fully qualified worker. **Under General Direction:** This usually refers to classes on the division level that receive administrative direction. The guidance is usually outlined in legislation and general rules of the organization. **Under Administrative Direction:** This is usually used only in classes involving top-level, administrative positions in which the guidance is largely that of overall policy and the requirements of legislation.
Supervision Exercised:	Check 'Yes' if this position exercises supervision. If 'Yes' is checked, select all classification types supervised by this position. Check 'No' if this position does not exercise supervision.
Special Requirements:	Enter any requirements that may be necessary per classification specification or specific department, i.e., background check, drug test, medical license, etc.
Desirable Qualifications:	Enter any knowledge, skills and abilities and other desirable qualifications, such as special personal characteristics, interpersonal skills, etc., not required as part of the minimum qualifications but represent additional attributes being sought after by the hiring manager.
Working Conditions:	Describes the working conditions of the job, i.e., physical demands, if the job is indoor/outdoor, if travel is required and how often, varying schedule, transportation information, etc.
Human Resources Acknowledgement:	Completed by Human Resources Division to indicate the last date of review.

Employee Acknowledgement:	Employee signs and dates the document certifying that the duties of the position were discussed with the supervisor and that a copy of the duty statement was received.
Supervisor Acknowledgement:	Supervisor signs and dates the document certifying that the duty statement represents an accurate description of the essential functions of the position, and that the duties of the position were discussed with the employee. Once signatures are obtained, make two copies, and place a copy in the supervisor's drop file and provide one to the employee. Send the original to Human Resources Division to file in the employee's Official Personnel File (OPF).