

POSITION DESCRIPTION		AGENCY/DEPT ID DAS501570
DIVISION OR INSTITUTION Office of Information Technology	UNIT OR OFFICE IGD/Enterprise IT Architecture & Policy	COUNTY OF EMPLOYMENT Franklin

POSITION NUMBER 20074980	<input checked="" type="checkbox"/> Reclassification <input type="checkbox"/> New Position <input checked="" type="checkbox"/> Update		Position Hyperlinked to <input type="checkbox"/> Agency Organizational Tree		
	USUAL WORKING TITLE OF POSITION IT Architect		POSITION NO. AND TITLE OF IMMEDIATE SUPERVISOR 20006626 Information Technology Manager 2		
	<input checked="" type="checkbox"/> Permanent <input type="checkbox"/> Temporary <input type="checkbox"/> Intermittent	<input checked="" type="checkbox"/> Classified <input type="checkbox"/> Unclassified <input type="checkbox"/> Essential	Overtime: <input type="checkbox"/> Eligible <input checked="" type="checkbox"/> Exempt If FLSA Exempt, exemption type:		Bargaining Unit 22 Page 1 of 3
	NORMAL WORKING HOURS (Explain unusual or rotating shift): FROM: 8:00 am TO: 5:00 pm				
	JOB DESCRIPTION AND WORKER CHARACTERISTICS				
%	Job Duties in Order of Importance		Knowledge, Skills & Abilities		
45	Under general direction of State Enterprise Information Technology (IT) Architect, provides technical advice & guidance to assistant administrators, administrators, & other state agency staff regarding enterprise IT architecture & standards (EITAS) application systems, including application development technologies, database technologies, & infrastructure technologies: develops & maintains State of Ohio's enterprise (i.e., large-scale) IT architecture & standards; researches, analyzes, designs, writes, & presents IT architectures, technical reports, briefings, & standards to statewide agency IT audiences; provides technical subject-matter expertise in application development technologies (e.g., J2EE, NET/Windows DNA, OS390 or other mainframe application platforms, OLTP applications, OLAP applications, enterprise application integration, middleware, Web services, integration brokers, & application development using object-oriented or procedural programming languages) &/or database technologies (e.g., administration, maintenance &/or application development using large-scale databases, data warehousing, analytics, data modeling, database design, disaster recovery planning, & data access middleware) &/or infrastructure technologies (e.g., data communication, server platforms, network operating systems, directory services); performs complex research on current & emerging technologies; evaluates & reports impact of current & emerging technologies on current EITAS; develops enterprise-level processes or planning for OIT & statewide agencies (e.g., development &/or maintenance of enterprise-level CMM, change control process, lifecycle planning for technologies, business continuity planning, IT planning); develops & implements IT architecture, standards, & policies.		(1) computer &/or network hardware, software, operating systems & procedures; (2) application systems, including application development technologies &/or database technologies &/or infrastructure technologies; (3) project management methodology; (4) developing enterprise-level processes or planning activities in large-scale organization (e.g., developing &/or maintaining enterprise-level CMM, change control process, lifecycle planning of technologies, business continuity planning, IT planning); Skill in (5) operation of computer hardware & associated software (e.g., MS Word, Outlook, Visio, PowerPoint & Excel, MS Project); (6) writing & presenting technical material; (7) developing & maintaining enterprise (i.e., large scale) IT architecture & standards; Ability to (8) communicate technical & non-technical information in written & oral form; (9) conduct technical research, (e.g., online research, Internet research services, technology sites); (10) think critically to define problems, collect data, establish facts & draw valid conclusions; (11) prepare meaningful, concise & accurate reports; (12) work independently or on formal or informal teams.		
JOB CODE 64163	List Position Numbers & Job Titles of Positions Directly Supervised:		SIGNATURE OF AGENCY REPRESENTATIVE 		DATE 3/12 2010

Apd 3-23-10CB

JOB CODE TITLE
Information Technology Consultant 3

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			Agency Organizational Tree	
	USUAL WORKING TITLE OF POSITION IT Architect		POSITION NO. AND TITLE OF IMMEDIATE SUPERVISOR 20006626 Information Technology Manager 2	
	<input checked="" type="checkbox"/> Permanent <input type="checkbox"/> Temporary <input type="checkbox"/> Intermittent	<input checked="" type="checkbox"/> Classified <input type="checkbox"/> Unclassified <input type="checkbox"/> Essential	Overtime: <input type="checkbox"/> Eligible <input checked="" type="checkbox"/> Exempt If FLSA Exempt, exemption type:	Bargaining Unit 22 Page 2 of 3
NORMAL WORKING HOURS (Explain unusual or rotating shift): FROM: 8:00 am TO: 5:00 pm				
JOB DESCRIPTION AND WORKER CHARACTERISTICS				
%	Job Duties in Order of Importance		Knowledge, Skills & Abilities	
45	Supports EITAS development of working groups from definition & planning through execution: generates ideas, creates strategies & makes recommendations on a wide variety of complex technical issues; writes technical reports, status reports, workshop/training materials & presents to agency IT personnel to ensure buy-in; independently evaluates long-range information system plans & IT policies that relate to enterprise IT Architecture; coordinates special research & studies, writes reports on findings & presents reports to senior-level management & others.		Knowledge of 1, 2, 3, 4 Skill in 5, 6, 7 Ability to 8, 9, 10, 11, 12, (13) facilitate structured work groups.	
10	Performs other related duties as required: represents agency at meetings with other governmental or agency officials, at conferences & on committees regarding State of Ohio Enterprise IT Architecture; attends job-related classes, training & seminars.		Knowledge of 1, 2, 4 Skill in 5, 6 Ability to 8, 9, 10 11, 12, 13. <u>Position Specific Minimum Qualifications:</u> 36 mos. exp. in application development technologies &/or database technologies &/or infrastructure technologies. 18 mos. exp. in developing and maintaining enterprise (i.e., large-scale) IT architecture & standards; 12 mos. exp. writing and presenting technical materials; 12 mos. exp. using or developing enterprise-level processes or planning in large-scale IT organizations (e.g., development &/or maintenance of enterprise-level CMM, change control process, lifecycle planning for technologies, business continuity planning, IT planning).	
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			DATE 3/12 2010	

Appd 3-23-10 CB