**Position Title:**
Senior Technology Solutions Architect - Information & Analytics (IA)

**Contract Length:**
12 Months

**Date:** 09/29/10

**Date of Last Revision:** 08/11/17

**Job Code:** IT0695
**Pay Grade:** T15
**FLSA Status:** Exempt

**Job Family – Information Technology**

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**JOB SUMMARY**

The team’s primary products include: An Enterprise Data Warehouse; business intelligence dashboards and reports used by thousands of teachers, principals and administrators; a ‘Power User’ Reporting Environment; and dozens of integrations to/from internal and external systems.

Performs the necessary leadership, analysis and design tasks related to the development of an Enterprise Architecture (EA). Understand, advocate and augment the principles of information technology strategies. Analyze enterprise business drivers to determine corresponding change requirements. Analyze the IT environment to detect critical deficiencies, and recommend solutions for improvement. Analyze technology industry and market trends, and determine their potential impact on the enterprise. "Sell" the architecture process, its outcome and ongoing results. Define the principles to guide solution decisions for the enterprise. Design and lead the implementation of an EA based on enterprise business requirements and IT strategies. Design and direct the governance activities associated with ensuring EA compliance. Develop a road map of the evolution of the enterprise application portfolio from current to future state (as defined by the EA). Coordinate solution architecture implementation and modification activities. Facilitate the evaluation and selection of software product standards, as well as the design of standard software configurations. Consult with application or infrastructure development projects to fit systems or infrastructure to architecture, and identify when it is necessary to modify the solution architecture to accommodate project needs. Identify the organizational impact (for example, on skills, processes, structures or culture) and financial impact of the EA. Document all solution architecture design and analysis work. Work closely with the Enterprise Program Management Office (EPMO) or project office to ensure alignment of plans with what is being delivered.

Responsible for translating the client’s business requirements into specific systems, applications or process designs for very large complex IT solutions and integrating architecture. Acts as an advocate for the client and has the ultimate authority on the architecture designed to address client business problems. This position is industry versed including significant contacts to understand, design, and manage all information technologies. Works on complex issues where analysis of situations or data requires an in-depth evaluation of variable factors. Exercises judgment in selecting methods, techniques and evaluation criteria for obtaining results.

*Use of this job family outside of centralized IT requires approval from the Chief Technology Information Officer.*
MAJOR DUTIES & RESPONSIBILITIES

<table>
<thead>
<tr>
<th>List most important duties first</th>
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<tbody>
<tr>
<td>1. Understand, advocate and augment the principles of IT strategies. Define the principles to guide enterprise solution decisions. Provide direction for technology design activities.</td>
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<tr>
<td>2. Represent IA on the IT Enterprise Architects Committee; analyze/design/lead enterprise architecture implementation based on current and evolving business requirements and sound IT strategies.</td>
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<td>3. Design and direct data governance activities associated with ensuring enterprise architecture compliance.</td>
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<td>4. Develop a roadmap of the evolution of the enterprise architecture from current to future state.</td>
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<td>5. Translate clients' business requirements into specific solutions for HISD's large, complex IT environment. Perform business and technical analysis of high complexity.</td>
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<td>6. Code programs of high complexity.</td>
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<td>7. Derive logical processes on technical platforms and engage in performance/integration testing.</td>
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<td>8. Consult on application/infrastructure development projects to fit systems or infrastructure to architecture; identify required modifications to solution architecture to accommodate project needs. Design user system interfaces and business application prototypes.</td>
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<td>9. Perform other job-related duties as assigned.</td>
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# Houston Independent School District

## Job Description

### EDUCATION
Bachelor’s Degree; Master’s Degree preferred

In lieu of a Bachelor’s degree, additional equivalent and directly related education and experience, as determined by Human Resources and the hiring manager, can fulfill the degree requirement.

Equivalent experience is 4 years in a related field, in addition to the minimum experience requirement of 15 years.

### WORK EXPERIENCE

15+ years IT experience, 10+ years relevant to this position

- Extensive experience implementing leading data warehousing, business intelligence and ETL solutions;
- Extensive experience with MS SQL Server, IBM Cognos and Informatica PowerCenter preferred
- Experience with commercial ERP applications such as SAP and PeopleSoft

### TYPE OF SKILL AND/OR REQUIRED LICENSING/CERTIFICATION

Deep understanding of overall data warehousing technical environment and strategic performance requirements.

- Considerable background interacting with source system technical staff, the data warehouse project DBA, technical infrastructure architects and engineers to develop the most efficient method to extract source data, identify the proper set of indexes for sources, architect the staging platform, design intermediate databases (if needed for efficient data transformation) and produce the programming infrastructure
- Highly motivated and able to interact with business owners to understand and adjust technical solutions to frequently changing business rules, as mandated by state and federal education agencies
- Multiple experiences serving as the local authority for understanding the various technical standards that need to be developed for the data warehouse
- Mature experience working within a structured software development life cycle process or architectural development methodology such as the Rational Unified Process, the TOGAF ADM, or other agile or waterfall methodologies
- Certification in 2-3 IT disciplines, such as Software, Systems, Information, Security, Network, or Systems Management Engineering, preferred. Remains current in primary and new IT disciplines.

### LEADERSHIP/SUPERVISORY RESPONSIBILITIES

No supervisory or direct people management responsibilities. Senior level positions are expected to provide work guidance, technical advice, training, and mentoring to other employees. These positions are expected to share information with less senior positions as they help them develop their skills.

### WORK COMPLEXITY/INDEPENDENT JUDGMENT

Work is non-standardized and widely varied, involving many complex and significant variables including significant time spent planning, evaluating complex solutions and issues, and negotiating outcomes. Strong analytic ability and inductive thinking are frequently required to devise new approaches to situations where previously accepted solutions have proven inadequate. Position regularly makes recommendations to management on areas of significance to the division. Supervision received typically consists of providing periodic coaching, advice and feedback.

### BUDGET AUTHORITY

Specifies requirements for a plan and/or budget.

### PROBLEM SOLVING

Greater latitude and discretion is warranted in making decisions, which affect major areas of HISD and possibly the organization's public image. The job is constantly expected to apply creative solutions to complex problems and develop new ideas and concepts. Reviews and approves decisions and/or recommendations that may have a significant impact on the entire organization.

### IMPACT OF DECISIONS

Decisions have considerable impact to multiple divisions or the organization causing risks or improvements to relationships, significant efficiencies or delays in operations, and/or significant financial gains or expenses. Errors are serious and difficult to discover, normally involve decisions not subject to detailed review and will result in excessive costs and/or significant project delays.

### COMMUNICATION/INTERACTIONS
Negotiate and influence – interprets department strategies and services, resolves conflicts, influences outcomes on matters of significance for the division, conducts final negotiations and coordinates approvals/decision making below the executive level. Interactions are typically with customers and Top Management.

<table>
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<tr>
<th>CUSTOMER RELATIONSHIPS</th>
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<tr>
<td>Leads others in the resolution of highly sensitive and confidential issues on behalf of the department. Acts as a trusted advisor, and becomes involved in the customer's decision making process including presenting alternatives and information and applying persuasion and negotiation skills in the resolution of problems. Monitors customer service standards.</td>
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<tr>
<th>WORKING/ENVIRONMENTAL CONDITIONS</th>
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<td>Work is normally performed in a typical interior work environment which does not subject the employee to any hazardous or unpleasant elements. Repetitive motion: Substantial movements of the wrists, hands, fingers, and/or upper body for sustained periods of time, including using extremities to drag, push, pull or grasp. Sitting: Particularly for sustained periods of time. Work is normally set to specified shifts. This position is expected to be goal and customer service focused. During times of emergencies, outages and project planned work; employees are expected to be on call and available until the event is addressed. During system conversions, extra effort may be required in order to ensure the roll out of the system is successful.</td>
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