

Sam Houston State University Human Resources

Staff Classification Description – Technical Architect

Skill Category: Professional

Position (Employee) Class: 3N458 (E1)

Grade: 24

Date: 11/2014

Department: Office of Information Technology Services

Education & Experience Requirements: Bachelor's degree with a major in computer science or related field from an accredited institution. Six years relevant experience in directly related field. A combination of education, experience, certifications, and training that would produce the required knowledge and abilities could be considered.

Nature & Purpose of Position: Provides highly advanced technical work involving the design, development, maintenance, and troubleshooting of the university enterprise systems and their related components; assessing gaps or errors in the technical infrastructure; and recommending, designing, and implementing technical solutions.

Supervision Given & Received: Works under broad direction and supervises full-time employees. Leads team projects involving two or more department staff. Performs managerial tasks.

Primary Responsibilities: Develops training materials for technical staff ensuring that they have the skill set to meet the needs of their campus constituents. Has a fundamental understanding of the application and system business processes. Responsible for planning, documenting, defining, and evaluating technical integration information for major applications, systems, and related components. Assists with defining and documenting technology platforms and dependencies for multiple environments (development, test, production, etc.). Promotes campus collaboration and communication. Recommends and implements technical solutions. Creates accurate and reasonable estimates and timelines. Works with data/system owners, data custodians, Office of Information Technology Services staff, and contracted resources in upgrading systems and reports to new versions. Identifies and documents gaps or errors in the technical infrastructure, and collaborates with team members to find feasible ways to resolve them. Researches and gains expertise on software, hardware, and integration techniques. Provides daily support of enterprise systems. Participates in user review, verification, and testing sessions as directed and develops test plans, performs tests according to these plans, and documents the results. Ensures that architectural components optimally address business requirements. Leads/participates in technical and infrastructure requirements engineering initiatives. Coordinates with other architects, project managers, and team leads to ensure the development matches the system model. Monitors emerging technologies and technical releases from product vendors to evaluate applicability toward current efforts. Understands, documents, and monitors application and system layering dependencies and component dependencies. Understands and monitors impacts to and dependencies between existing technical and network environments. Defines and directs proof-of-concept tasks for proposed architectural interactions. Monitors software product, supporting tools, and platform licensing taxonomies for compliance and readiness. Defines, plans, proposes, and selects enabling technologies to support packaged or custom applications. May plan, assign, and/or supervise the work of others. Trains others. Performs other related duties as assigned.

Other Specifications: Requires a demonstrated ability to establish congenial work relationships and to communicate effectively within department workgroup, throughout the university with managerial and executive staff, state organizations, and with outside vendors. Interprets, develops, and implements complex policies affecting the university level. Work requires critical judgment, the highest level of initiative, and complex reasoning to solve division and university issues. Work requires attention to detail as errors can be potentially serious.

This is a classification description with the complete list of job duties being maintained at the departmental level. Other job duties necessary for the effective operation of the University are expected to be performed. Any qualifications to be considered as equivalents in lieu of stated minimums require the prior approval of Human Resources.

Sam Houston State University is an at will employer and drug free/smoke free workplace. This position is security-sensitive and thereby subject to the provisions of the Texas Education Code §51.215, which authorizes the employer to obtain criminal history record information. The pay grade range is inclusive of social security benefit replacement pay.

Sam Houston State University is Committed to Equal Opportunity in Employment and Education.