CALIFORNIA CONSERVATION CORPS

**POSITION DUTY STATEMENT**

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| WORKING TITLE OF POSITION  Application Architect | REPORTING UNIT NUMBER  2240 |
| DIVISION/BRANCH OR CENTER  Information Systems and Support | LOCATION  Sacramento |
| CLASS TITLE  Information Technology Specialist II | POSITION NUMBEREFFECTIVE DATE  533-240-1414-903 12/8/2021 |

Supervision Exercised

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| NUMBER | DIRECT SUPERVISION CLASSIFICATION  N/A | NUMBER | INDIRECT SUPERVISION CLASSIFICATION |

Effective on the date indicated, the employee performs the following duties and responsibilities assigned to the position above.

Under general direction of the Chief Information Officer (Information Technology Manager I), the Information Technology (IT) Specialist II serves as Application Architect responsible for designing, developing, maintaining and on-going support of the CCC enterprise applications. The incumbent serves as a highly skilled technical specialist for the most complex applications and information technology problems and responsible for implementing new features as prioritized by the project team and to resolve bugs/issues in the code base for CCC systems. Works closely with Subject Matter Experts to understand the scenario requirements, and then to improve, implement, design, or resolve technical issues as needed.

The incumbent will have frequent contact with CCC managers, center directors and staff throughout the state; consults with private consultants and vendor representatives concerning the needs and development of IT systems; some contact with the Resources Agency Data Center, other departments, and government agencies’ staff concerning IT technology related to the performance of this position. After hours work and, on-call availability may be required to support deployments or upgrades to production systems to avoid system downtime during business hours.

The duties for this position are focused in the Software Engineering domain, however, work may be assigned in other domains as needed. Software Engineering domain duties include design, development, operation and maintenance of software systems including development or configuration, programming, testing and implementation of business application services.

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| Relative time required  (Indicate %)  30%  30%  25%  10%  5% | The specific essential functions are, but are not limited to, the following:  Serves as the Principal Software as a Service (SaaS) technical architect for the CCC. Responsible to design, build, test, deploy, and maintain robust solutions in Salesforce. Create and manage custom objects, fields, workflows, and formulas. Acts as the subject matter expert with APEX and Visual Force programming concepts including core design patterns, limits and bulk patterns, efficient and reliable trigger handling, asynchronous/synchronous operations, and effective unit testing. Create innovative front-end User Interfaces that are simple, intuitive, and efficient. Act as a central point of contact for Salesforce.com development projects. Acts as the subject matter expert with APEX and Visual Force programming concepts including core design patterns, limits and bulk patterns, efficient and reliable trigger handling, asynchronous/synchronous operations, and effective unit testing. Create innovative front-end User Interfaces that are simple, intuitive, and efficient. Act as a central point of contact for Salesforce.com development projects.  Oversee the utilization of the Salesforce environment for updating the CCC enterprise application. The incumbent serves as a highly skilled technical specialist for the most complex applications and information technology problems and responsible for implementing new features as prioritized by the project team and to resolve major bugs/issues in the code base and software design changes for CCC systems. Lead the development team of in-house software application improvements of the C³ Salesforce application. Works closely with Subject Matter Experts to understand the scenario requirements, and then to improve, implement, design, or resolve a technical solution as needed.  Apply and maintain Systems Development Lifecycle (SLDC) best practices including iterative and incremental development, delivering working systems frequently with attention to excellence. Oversee the CCC Software Quality Management (SQM) processes to ensure the delivery of quality application. Conduct code reviews for on-going projects to ensure high code quality and design patterns are being used.  Serve as the Lead Technical Analyst in meetings that address technical requirements and making necessary approvals to implement the most complex information technology projects. Develop and document functional system specifications for defined requirements and solutions. Lead technical design sessions, designing and documenting technical solutions that are aligned with business objectives. Provide systems analysis expertise and perform system analysis activities. Serve as Level 2 and 3 system support, performing problem triage and resolving problems.  Maintain competency and currency in Salesforce.com development and SQL. Invest in personal development through certification or continuous education to maintain position related knowledge in the information technology field. Prepare reports for various audiences addressing specific goals, objectives, and timeframes, as well as any procedural changes and improvements requested to meet strategic goals and objectives of the Department. Participate in the development of methodologies, procedures, and standards. Perform special assignments as required. |
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Employee Signature Date

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Supervisor Signature Date