



Duty Statement

Request for Personnel Action (RPA) Number 2324-03108	Effective Date
Classification Title Information Technology Specialist II	Position Number 564-250-1414-007
Working Title Application Architect	Bureau and Section Development Bureau Web & CCP Applications Development Section

Our mission is to help taxpayers file timely and accurate tax returns and pay the correct amount to fund services important to Californians. To support this mission, FTB employees strive to develop in CalHR's Core Competencies: Collaboration, Communication, Customer Engagement, Digital Fluency, Diversity and Inclusion, Innovative Mindset, Interpersonal Skills, and Resilience. Core competencies are the knowledge, skills, and behaviors which are foundational to all state employees regardless of classification.

General Statement

Under the general direction of Information Technology Manager (ITM) I, Web & CCP Applications Development Section, the incumbent serves as Scrum Master and technical lead of the Agile Solutions Unit operating under an implementation of the Scrum Framework, and works independently or as a lead architecting and supporting a wide variety of low code IT solutions. The incumbent provides the overall guidance and structure for creating and maintaining the whole software effort of the unit and acts as an application architect in the design of new applications as well as major enhancements to existing applications, applying or adapting new theories, concepts, principles, standards, methods or practices consistent with statewide and department established architecture and security requirements and guidelines. The incumbent develops application architecture strategies and plans for the unit's portfolio and provides direction and oversight in their implementation. All work is performed within the framework of the department's mission and values and in accordance with the FTB's Policies and General Procedures, and is focused on improving the effectiveness and efficiency of the FTB's business programs through automation. The scope of this position encompasses functions or processes in the *Software Engineering* domain.

Essential Functions

Percentage	Description
30%	Perform as an advanced level application architect by researching, evaluating, planning, deploying and testing the viability of established technologies as solutions to complex business problems through the deployment of modern applications and the consolidation of data for improved accuracy and efficiency. Provide the overall guidance and structure for creating and maintaining the whole software development effort of the section – designing, building, and distinguishing the skills associated with the development of an application solution and ensuring the solution includes scalability, reliability, availability, and manageability. Deploys strategy, watches for technological risks that could jeopardize the development of applications, and provides technical direction and leadership to peers and colleagues in the design and architecture of n-tier applications consistent with the Application Domain and Enterprise target architecture and department and statewide standards and policies.
30%	Perform as an advanced application developer of client/server and web applications and services and utilizes industry best practices to plan, design and implement the introduction of advanced techniques such as n-tier design, Security Audit Logging and modern relational data structures to the section's portfolio of applications. Prepare detailed system design specifications, program specifications, and code for complex applications and subroutines. Ensure that client/server and web applications and services meet business requirements and are developed in accordance with established standards, statewide and departmental policies and enterprise architecture guidelines.



Duty Statement

Percentage	Description
20%	Provide advanced level guidance and structure for creating and maintaining database design associated with the development of applications. Lead technical teams or independently conducts the most complex logical and physical data modeling activities. Oversee the development of data dictionaries related and data structures, such as data definitions, data models, data flow diagrams, etc. Act as a Subject Matter Expert (SME) for input on enterprise architecture initiatives and provides technical expertise and leadership in project work, focusing on applying established application and data architecture.
15%	In alignment with Enterprise Architecture under guidance of the Application Domain Architect, apply architecture strategies and policies to ensure applications designed and developed in the section align with the growth strategy of the organization and are scalable, reliable, available and manageable. Interact with and provides information regarding existing applications architecture principles and strategies to all levels of staff and management as well as peers throughout the Technology Services Division. Participate on section, bureau and/or enterprise teams to provide input to Application Domain Architect in development of principles, strategies, policies, standards, and guidelines that direct the architecture, design, development, implementation and use of n-tier applications and service oriented architecture within the enterprise.

Marginal Functions

Percentage	Description
5%	Provide guidance in order to advise management on the technical viability and appropriateness of emerging technologies and proposals submitted by others. Advise other technology experts throughout the department in the design, development and implementation of recommended established and emerging technical solutions.

Signature Authorization

If I choose to sign this form electronically, I agree that my electronic signature is a legally binding equivalent to my handwritten signature on a paper form.

Employee: I confirm that I have read and understand the described duties and functions of this position.

Name (Print)	Signature	Date
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Supervisor: I certify that the above information accurately represents the described duties and functions of this position.

Name (Print)	Signature	Date
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