

DUTY STATEMENT
DEPARTMENT OF JUSTICE
CALIFORNIA JUSTICE INFORMATION SERVICES DIVISION
APPLICATION DEVELOPMENT BUREAU
FIREARMS & ENTERPRISE SYSTEMS BRANCH
MANAGED APPLICATION SERVICES SECTION

JOB TITLE: Information Technology Specialist II (ITS II)

POSITION NUMBER: 420-860-1414-901

INCUMBENT: Vacant

WORKING TITLE: Full Stack Java Developer/ Technical Lead

PRIMARY DOMAIN: Software Engineering: The architecture, development, operation, implementation, and maintenance of software systems.

SECONDARY DOMAINS: Information Security Engineering: The security aspects of the initiation, design, development, testing, operation, and defense of information technology data and environments.

System Engineering: The development and maintenance of systems discovery and optimizing, maintains performance and functionality of a defined system.

STATEMENT OF DUTIES: Under the general direction of the Information Technology Manager (ITM) I, the ITS II is the technical lead and subject matter expert for the Firearms systems, comprised of databases containing sensitive and confidential data, and a complex suite of applications, gateways, and multi-system interfaces. The ITS II is responsible for leading the design, development and maintenance of multiple highly scalable, fault tolerant, business critical, internal and external facing applications. The ITS II drives the adherence to standards, processes and policies and plays a leadership role in setting architecture guidelines within the Application Development Bureau (ADB).

The ITS II performs project lead responsibilities over one or more applications and works both independently and as a team leader to prioritize work, develop work plans and manage task assignments. The ITS II reviews existing applications to detect deficiencies and opportunities for improvement; provides solution and design recommendations that align ADB's standards and best practices, develops the roadmaps and the plans required to implement these recommendations, and leads and mentors the team of analysts and developers throughout the project lifecycle.

SUPERVISION RECEIVED: Under the general direction of the ITM I.

SUPERVISION EXERCISED: None.

TYPICAL PHYSICAL DEMANDS: This position is designated for telework under Government Code section 14200 for eligible applicants residing in California and may require reporting to headquarters or field offices and facilities to fulfill operational needs. All telework schedules are subject to change and may be reevaluated at any time. Telework does not change the terms and conditions of employment, the essential functions of job duties, or required compliance with the Department of Justice policies.

TYPICAL WORKING CONDITIONS: In a remote work environment, home office, or similar environment in California. At the office, an enclosed windowed office with a smoke-free environment. May be required to sit at a computer terminal while performing research and other duties up to eight hours a day. Travel to designated offices may be required.

ESSENTIAL FUNCTIONS:

45% Analytical/Technical

- Analyzes proposed legislation to determine the impact to the systems and applications that support Bureau of Firearms.
- Analyzes, reviews, evaluates, and integrates software products with the most complex operating systems, layered products, and secure n-tier architectures for mutual compatibility and applicability.
- Analyzes current IT system's application architecture to identify weaknesses and develop opportunities for improvements.
- Analyzes architecture, relationship between systems, and systems flow of end-to-end designs.
- Identifies potential performance constraints with inter-system designs.
- Evaluates solutions alignment with the end user experience.
- Develops adaptable systems and applications to deliver business functions or architectural components.
- Integrates with multiple backend systems using various transport and data protocols while being performance conscious.
- Applies appropriate integration patterns based on technical requirements and high-level design Database Analysis & Design.
- Designs simple to intermediate complexity database designs.
- Troubleshoots and corrects performance bottlenecks associated with SQL and database design.
- Supports efforts related to the proper protection from corruption & encryption of sensitive information.
- Validates that programs are operating on clean, correct, and useful data.
- Performs unit and integration testing.
- Plans and implements application and database software upgrades and design system recovery and business resumption plans.
- Designs and implements custom system software configurations, procedures,

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- and processes to support data migration, data integrity, system security, and audit requirements.
- Supports the installation of the most complex system modifications, evaluation activities, testing, problem solving, and direct participation in software upgrades that are unable to be addressed by journey-level peers.
- Formulates Information Technology (IT) strategies in alignment with business goals and provide the highest specialist level analytical and technical support for gateways, web services and system interfaces, including code creation, modification, implementation, and enhancement using Java and Programming Language/Structured Query Language (SQL) programming languages, and extensible mark-up languages.
- Provides analytical and technical guidance to design, develop, configure, and implement applications using system software such as JBoss Application Server, JBoss Web Server, Oracle Application Server, Oracle Report Services, and Jasper Report Server.
- Architects, designs, develops, and implements software that adheres to organizational enterprise architecture to ensure secure, reliable, and accessible solutions.
- Designs and implements system access controls to maintain system security in accordance with information security best practices and standard IT operating procedures.
- Develops and conducts benchmark and acceptance tests for custom system software.
- Plans, designs, and implements the enterprise data models using standardized modeling tools to align technology solutions with business strategies.
- Reviews and approves proposed performance tuning measures and resource utilization parameters.
- Monitors system performance and takes action to resolve performance issues. Analyzes and resolves the most complex critical system failures and software problems escalated from journey and advanced level peers.

30% Technical Leadership

- Provides training, mentoring, direction, and guidance relating to software analysis and development, technical support, and maintenance requirements.
- Identifies, analyzes, and prioritizes design, development, and implementation tasks and maintenance activities.
- Works well under pressure and helps coordinate the activities of technical personnel.
- Works effectively and cooperatively with project team members, management, vendors, and clients throughout all leadership activities.
- Develops or participates in the development of work plans, the definition of milestones, project schedules, budget projections, resource allocations, complex studies, and reports and surveys that can impact decisions and organizational direction.
- Participates in special projects, complex studies, and reports and surveys that impact decisions and organizational direction.
- Plans and coordinates the implementation of complex system upgrades, software

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- migrations and refactoring, and interface enhancements with internal entities, and local and national law enforcement agencies.
- Conducts product analysis, design and review meetings; oversees and performs technical walk-throughs, and presentations.
- Provides management with verbal and written reports of activities and assigned tasks.

25% Consultative Services

- Provides decisions and recommendations to establish organization wide policies and standards to senior management, as well as to client and control agencies to ensure current and future needs are met.
- Provides the highest specialist level consultation, leadership and technical assistance to journey and advanced-level technical peers, as well as to other Departmental technical staff and clients. Evaluates and identifies solutions to isolate and resolve the most complex hardware/software problems.
- Reviews detailed design specifications and programs written by journey-level peers and consultants to ensure proper system and interface compatibility, ADB standards are followed, and the appropriate level and thoroughness of documentation.
- Formulates the use of enterprise technologies, vendor products and proposed modifications to custom system software that support the Department's strategic goals and objectives.
- Keeps abreast of changes and trends in the IT industry, and effectively applies knowledge of current industry trends to evaluate alternative proposals and recommend optimal solutions.
- Influences key decisions to management on operational and application-related problems and makes recommendations for resolution of those problems.

I have read and understand the essential functions and typical physical demands required of this job (please check one of the boxes below regarding a Reasonable Accommodation):

☐ I am able to complete the essential functions and typical physical demands of the job without a need for a reasonable accommodation.

☐ I am able to complete the essential functions and typical physical demands of the job, but will require a reasonable accommodation. I will discuss my reasonable accommodation request with my supervisor.

☐ I am unable to perform one or more of the essential functions and typical physical demands of the job, even with a reasonable accommodation.

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☐ I am not sure that I will be able to perform one or more of the essential functions and typical physical demands of the job, and will discuss the functional limitations I have with my supervisor.

Employee's Signature

Date

Supervisor's Signature

Date