

BTS PRINCIPAL ENTERPRISE ARCHITECT

| Job Code | Pay Grade |
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| 14680 | SM3b |

Nature of Work

This is a highly responsible, advanced professional and technical position working in an enterprise-wide capacity requiring expertise in a major functional area and applied to highly important enterprise-wide projects. An incumbent will possess extensive technical breadth and a clear understanding of the purpose of strategic business objectives and ensure responsiveness to business partners and clients. This position will be accountable for keeping technology current and vibrant in assigned areas and will identify and make recommendations for addressing them. It is essential that the BTS Principal Enterprise Architect is extremely customer focused to ensure that the technology designed, developed and implemented meets the diverse needs of the customers while maintaining the architecture integrity. Work is performed under general direction with considerable latitude for individual initiative and judgment and is reviewed by observation of results achieved and periodic reports and conferences.

Minimum Qualifications

- Associate's degree in computer science, business administration or a related technical field and 8 years of professional experience in managing complex projects and technical staff. Experience must include 1 or more of the following: Architecture and Design, Application Development, Production Support, Infrastructure Support, Enterprise Server Technology, Project Management, Security Management and Service Level Management that includes 1 year of formal supervisory and training experience over subordinate technical staff; or
- Bachelor's Degree and 6 years experience as described above; or
- An equivalent combination of education, training and/or experience

Appointing Authority May Also Require

- Florida Driver's License or Florida Commercial Driver's License and endorsements, if any.
- Assignment to work a variety of work schedules including compulsory work periods in special, emergency, and/or disaster situations.
- Other highly desirable knowledge, skills, abilities, and credentials relevant to a position.

Illustrative Tasks (These are examples and are not all inclusive.)

- Responds appropriately to key stakeholders' and customers' needs and expectations.
- Creates and coordinates, leads and participates in effective meetings and sets up committee structure with key stakeholder groups.
- Plans and manages large, complex project assignment including interface with stakeholders, management, and others as required.
- Analyzes, researches and presents problem resolution.
- Manages Business Process Teams, resources and key players in assigned projects.
- Conducts oral presentations with all levels, both internally and externally, to include special committees and panels, vendors, senior management, directors, commissioners, as well as clerical and support personnel.
- Keeps all stakeholders informed of status of issues and projects as they progress.
- Interfaces with vendors, consultants, business stakeholders.
- Performs related work as assigned or required.

Knowledge, Skills, and Abilities

- Knowledge of principles and practices of sound organizational management, policy development, project management and strategic planning in a technical environment.
- Knowledge of multiple recognized design methods.

BTS PRINCIPAL ENTERPRISE ARCHITECT (continued)

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Knowledge, Skills, and Abilities (continued)

- Knowledge of the principles, practices and procedures of public and business administration as applies to a large organization.
- Knowledge of architecture governance processes.
- Knowledge of application development, data administration, system architecture, data architecture, and data modeling.
- Knowledge and understanding of diverse business goals, requirements and needs.
- Knowledge and understanding of the county’s strategic direction.
- Skill in public speaking and communicating complex technical information to non-technical people.
- Skill in coordinating and facilitating meetings, training, conferences.
- Skill in preparing and presenting accurate and clear information in special presentations to committees, boards, individuals and others as necessary.
- Skill in working with diverse customer groups and individuals.
- Ability to establish, build and maintain good working relationships with all levels in achieving business goals.
- Ability to communicate clearly and concisely, both verbally and in writing.
- Ability to prepare and deliver complex reports in a non-complex manner to both technical and non-technical personnel and others.
- Ability to implement parts of design methods appropriate to a given situation.
- Ability to coordinate and/or manage large and complex projects.
- Ability to understand technology approaches and their implications for the county’s business goals.
- Ability to critically analyze complex issues or problems and find effective solutions or alternatives.
- Ability to understand business needs and goals and to build business cases, creating strategic plan to achieve objectives
- Ability to manage time and resources to the best effectiveness.
- Ability to make effective and timely decisions and make appropriate recommendations on technical issues.

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| Created | EEOC Code | Overtime Code |
| 7/08 | Professionals | Exempt |