Specification for Class of

INFORMATON TECHNOLOGY APPLICATIONS SPECIALIST 5
Abolished Effective June 1, 2005

Definition: Serves as a technical specialist for an agency, or major subdivision of a large agency, for analysis, consulting, design, programming, maintenance, and/or support of major, high risk/high impact applications, support products, projects, databases or database management systems.

Distinguishing Characteristics: This is the professional specialist level. Utilizing broad technical knowledge as well as specialized knowledge of the agency mission and business needs, incumbents are responsible for major applications and/or or database projects that impact a mission critical agency program (having high risk/high impact financial or legal implications, impacting external customers and/or other agencies). Incumbents have a global understanding of the technical environment and possess organizational knowledge of customer business needs such that they understand how the pieces of the business impact each other. They are able to look beyond the instant problem to the best solution for the agency (e.g. across multiple networks, platforms or computing environments) that integrates technical knowledge with business knowledge. The focus and responsibility of this level are agency-level, large-scale applications/projects/databases having high risk and impact. Incumbents serve as a technical mentor, coach and trainer to others. Usually supervise or lead others.

Incumbents typically perform the level of work described below a majority of the time. The work described below is not intended to be all inclusive but representative of the level of duties/responsibilities carried out by this job class:

   As a project leader of large, mission critical, high risk and high impact projects, develops project plan, sets and maintains project schedule, coordinates design/maintenance and testing, assigns and leads staff, ensures standards are met (quality assurance), develops and implements communication strategy, manages budget;

   As a quality assurance consultant, assists in establishing project plans and standards that satisfy the project's needs and align with organizational policy;

   Supports, maintains, and enhances existing, high risk and impact, mission critical applications;

Analyzes and resolves very complex problems such as multiple product problems, dump analysis, or major conflicts caused by a new software version;

Implements technical policy;

Evaluates problem solving methodologies and facilitates adoption of a methodology;

Plans, analyzes, and develops requirements for application development and enhancement; develops alternative solutions and makes recommendations; facilitates application approval process;
Develops requests for proposals, feasibility studies and decision packages for high visibility/impact or multi-agency projects;

Develops and implements standards, methods, tools, procedures, and processes to be used for IT projects;

Reviews project data model for compliance with corporate model; develops training plan and trains staff in: data modeling, data modeling case tools, data repository, and data dictionary; consults with IT/IS staff regarding business rules, data integrity, location and use of data.

Supports, maintains, and enhances database management system, and may install vendor and support software; plans for database growth and space requirements; establishes performance measures for database management system, analyzes problems, makes recommendations for improvements and implements tuning adjustments; analyzes recovery scenarios and develops on-site backup requirements; defines and implements on-site backup and recovery procedures and schedules;

Presents alternatives to executives and gains approval for initiatives; facilitates approval process;

Minimum Qualifications

A Bachelor's degree including 9 semester or 15 quarter hours of computer science courses and four years of experience analyzing, designing, or programming computer systems applications or databases.

<div align="center">OR</div>

An Associate's degree or completion of an accredited vocational training program in an information technology or related program

<u>and</u> five years of experience analyzing, designing, or programming computer systems applications or databases.

<div align="center"><u>OR</u></div>

One year as an Information Technology Applications Specialist 4 or equivalent.

Experience analyzing, designing, or programming computer systems applications or databases will substitute for education on the basis of one year of experience for two years of education.

A Master's degree will substitute for one year of experience except for the specified Information Technology Applications Specialist 4 requirement.

New class: effective 7-1-99; replaces CISS 1 03260