



USC University of
Southern California

Senior Enterprise Architect (ITS) Job Description

JOB INFORMATION

Job Code:	166475
Job Title:	Senior Enterprise Architect (ITS)
FLSA Status:	Exempt
Supervisory:	
Job Family:	Network Operations
Job Family Group:	Information Technology
Management Level:	7 Individual Contributor

JOB SUMMARY

Drives the design and vision for ITS software applications, and develops detailed programming instructions to solve business problems through automation support. Acts as a technical liaison in the evaluation of new ideas, products, and proposals for implementation. Demonstrates ITS values in action.

JOB QUALIFICATIONS:

Education

Req	Pref	Degree	Field of Study	
X		Bachelor's degree		
	X	Bachelor's degree		In
	X		Computer Science	Or
	X		Computer Information Systems	Or
	X		Information Science	Or
	X		in related field(s)	

Additional Education

Check here if experience may substitute for some of the above education.

Combined experience/education as substitute for minimum education

Work Experience

Req	Pref	Work Experience	Experience Level	
X		5 years		
	X	8 years		

Additional Work Experience

Check here if education may substitute for some of the above work experience.

Combined experience/education as substitute for minimum work experience

Knowledge, Skills and Abilities

<i>Req</i>	<i>Pref</i>	<i>Functional Skills</i>
X		Knowledge and experience with multiple technologies including Java, .NET, application servers, integration hubs, N-Tier applications, database management systems, and open source trends.
X		Experience with web-built, N-Tier enterprise applications, and in design, architecture, and implementation of enterprise applications.
X		Demonstrated track record of communicating design concepts, policy, and standards to engineering and executive leadership.
X		Knowledge of technical telecommunications systems, computer LAN/WAN systems, network protocols including TCP/IP, Citrix, VMware, Windows, Linux, Unified Communications, PCs, storage technologies, and data management techniques.
X		Experience with data center, email or network consolidation, or other enterprise-wide technical consolidations.
X		Knowledge of and ability to adhere to the SDLC methodology.
X		Project management experience, and strong planning and execution skills.
	X	Experience in IT, higher education, or other relevant fields.

Certifications

<i>Req</i>	<i>Pref</i>	<i>Select Certifications</i>	<i>Enter Additional Certifications</i>
X			The Open Group Architecture Framework (TOGAF) certification, or similar.

Other Job Factors

JOB ACCOUNTABILITIES

	<i>% Time</i>	<i>Essential</i>	<i>Marginal</i>	<i>N/A</i>
Develops functional designs and architecture across all ITS applications and platforms. Designs technical infrastructure, (e.g., specific databases, programming languages, testing approaches) for ITS applications, acting as a technical conduit for new ideas to be evaluated and proposed for implementation. Defines processing mechanisms and roadmaps to execute business application systems, and designs interfaces for users to access related systems.				
Gathers and documents enterprise-wide platform and technology requirements for ITS applications. Assesses software defects as discovered, translates and formulates application architecture issues, and manages risk. Develops detailed programming instructions to solve business problems through automation support.				
Builds and maintains strong relationships with customers, partners, and stakeholders to ensure consistent, reliable service is delivered to a range of university stakeholders. Works closely with ITS leadership to identify, implement and support cost-effective, leading enterprise architecture solutions. Maintains currency with industry standards, supports process optimization, provides input to department budget planning, and monitors and manages resources. Targets and pursues efforts that will maximize reuse and portability of the underlying technologies utilized to deliver integration solutions.				
Supports the enterprise architecture team's vision, working with other ITS leaders to develop and manage a holistic strategy for delivering quality service and continuous service improvement. Manages team member development, helping them set and achieve goals for their career growth. Supports enterprise architecture governance through the implementation of standards, procedures, and quality measures, contributes to a culture of trust and transparency, and drives best-in-class customer service.				

Other Requirements

<i>Essential:</i>	<i>Emergency Response/Recovery</i>	<i>Essential:</i>	<i>Mandated Reporter</i>
	In the event of an emergency, the employee holding this position is required to "report to duty" in accordance with the university's Emergency Operations Plan and/or the		A mandated reporter who in his or her professional capacity has knowledge of, or reasonably suspects a person who is under the age of 18 years, elderly, or a dependent adult has been the victim of abuse

Other Requirements

<i>Essential:</i>	<i>Emergency Response/Recovery</i>	<i>Essential:</i>	<i>Mandated Reporter</i>
	employee's department's emergency response and/or recovery plans. Familiarity with those plans and regular training to implement those plans is required. During or immediately following an emergency, the employee will be notified to assist in the emergency response efforts, and mobilize other staff members if needed.		or neglect must report the suspected incident. The reporter must contact a designated agency immediately or as soon as practically possible by telephone or in writing within 36 hours. By virtue of the associated job duties, this position qualifies as a mandated reporter as required by state law and USC's policy at: https://policy.usc.edu/mandated-reporters/
<i>Campus Security Authority (CSA)</i>			<i>Essential:</i>
By virtue of the associated job duties, this position qualifies as a Campus Security Authority as required by law and USC's policy at: https://dps.usc.edu/alerts/clery/			No

ACKNOWLEDGMENTS

The above statements reflect the essential and non-essential functions as necessary to describe the principle contents of the job. They are not intended to be a complete statement of all work requirements or duties that may be required of the position. I understand that I may be asked to perform other duties as assigned. USC reserves the right to add or change duties at any time.

The University of Southern California is an Equal Opportunity Employer. USC prohibits discrimination on any basis protected under federal, state, or local law, regulation, or ordinance or university policies. All employment decisions are based on individual qualifications and business need.

I acknowledge receipt of this job description and its associated physical requirements. I have read and understand the job description and job requirements and agree to abide by their contents. I realize that duties may be requested of me that are not specifically stated herein. I understand that I will be expected to adjust to potential fluctuations in work volume. I understand that, if I have any questions about the essential functions or expectations of my position, my supervisor and/or HR partner are available to discuss them with me.

Print Employee Name

Signature

Date

Print Manager Name

Signature

Date

This job description describes the general nature and level of work required by the position. It is not intended to be an all-inclusive list of qualifications, skills, duties, responsibilities or working conditions of the job. The job description is subject to change with or without notice, and Management reserves the right to add, modify or remove any qualification or duty. Nothing in this job description changes the existing at-will employment relationship between the university and the employee occupying the position.