

# **SNOHOMISH COUNTY JOB DESCRIPTION**

## **IT PROJECT ARCHITECT 6 - DIS**

Spec No. 3374

### **BASIC FUNCTION**

The IT Project Architect 6 - DIS is responsible for manages, develops, maintains and guides others on technical strategies and architectures to meet complex, enterprise-level information technology planning requirements. Working at the enterprise level, a person in this position acts as a technical expert with advanced knowledge and skills in multiple integrated specialties. The position works to solve highly complex issues in a way that is innovative, effective, enduring and wide-reaching. Leads others, representing the county for enterprise decisions and emergencies, effectively sharing in-depth knowledge of project management, acting with a high level of independent decision making authority. Handles conflicting demands with exceptional strategic critical thinking, and communicates as a departmental spokesperson on enterprise projects and processes.

### **STATEMENT OF ESSENTIAL JOB DUTIES**

1. Acts as technical expert, with advanced knowledge and skills in multiple integrated areas, and contributes to the development of new knowledge related to information technology planning and project management systems.
2. Solves extremely complex issues that have enterprise-wide/countywide impact, demand an exceptional amount of resources, are of exceptionally long duration and/or exceptionally high risk. Works in a way that is innovative, effective, enduring and wide-reaching, and designs/creates programs, data structures, files and reports in multiple specialties related to the area of information technology planning and project management systems.
3. Leads and mentors teams and individuals, directs or supervises staff at lower technical levels, leads groups, is the principal advocate within the county for multiple functions, represents county for enterprise decisions and in emergencies on technical matters in local and regional groups, and initiates significant improvements in work correlated with information technology planning and project management systems.
4. Effectively applies and leads others in applying an in-depth knowledge of project life cycles, planning, management and methodologies, as well as service level management strategy, resource and workload planning, and detailed cost/benefit analysis techniques in projects that incorporate information technology planning and project management systems.
5. Acts with a high level of independent decision making authority, handling complex issues/projects/tasks that have inherently conflicting demands, enterprise-wide and/or countywide impact, or are highly visible. Considers wide-reaching, complicated factors including finances, time constraints, practicality, affects on mission, risk. Operates with self-discipline, explores new ideas, makes difficult decisions, and initiates actions.

# SNOHOMISH COUNTY JOB DESCRIPTION

## IT PROJECT ARCHITECT 6 - DIS

Spec No. 3374

### STATEMENT OF ESSENTIAL JOB DUTIES (Continued)

6. Demonstrates expert, rigorous thinking skills on exceptionally complex issues that have enterprise-wide/countywide impact or are highly visible, and/or demand heavy use of resources. Understands and conveys to others potential long-term impacts. Navigates and helps others navigate high risk situations. Uses and promotes thinking skills that involve analyzing, prioritizing, abandoning prejudices and previous ideas, and applying practical considerations. Delivers at an expert level of competency in multiple specialties, disciplines and roles related to the area of information technology planning and project management systems.
7. Serves as the departmental spokesperson on enterprise projects and processes, acts as a consultant on feasibility and implementation of existing and new technologies, and interprets for others complex information and tasks about information technology planning and project management systems.

### STATEMENT OF OTHER JOB DUTIES

8. May perform any of the duties and responsibilities of all lower level positions. May perform duties at the same level from other specialty areas. Performs other duties as assigned.

### MINIMUM QUALIFICATIONS

A Bachelor's degree is required and IT certification in multiple directly related specialties preferred; AND six (6) years of directly relevant IT experience, OR any equivalent combination of training and/or experience that provides the required knowledge and abilities. Must pass criminal background check. Must pass job related tests.

### KNOWLEDGE AND ABILITIES

Knowledge of:

- the tools, standards, methods, best practices and industry trends applicable to this specialty (expert knowledge);
- project life cycles, service level management strategies, resource and workload planning, and detailed cost/benefit analysis techniques (in-depth knowledge);
- interpreting client needs.

Ability to:

- understand and follow county and state regulations, policies, etc.;
- facilitate and lead many team-based cross-functional work efforts that affect multiple projects, policies and enterprise standards;
- continue to be knowledgeable about current and emerging technologies;
- work well with others;

# SNOHOMISH COUNTY JOB DESCRIPTION

## IT PROJECT ARCHITECT 6 - DIS

Spec No. 3374

### KNOWLEDGE AND ABILITIES (Continued)

Ability to:

- move diverse groups toward consensus in complex technical design and policy development;
- use personal computer technologies to enhance job proficiency;
- demonstrate strong written and verbal communication skills;
- create effective documentation;
- able to recognize and resolve conflicts;
- motivate others to perform;
- interpret client needs.

### SUPERVISION

The employee works independently, in a self directed fashion, independently determining assignments, with supervision comprised of occasional reviews.

### WORKING CONDITIONS

The work is generally performed in typical office conditions. Customers are primarily internal at the County. Job requires frequent contact outside Department of Information Services. Will perform some field work in certain specialty areas. Some repetitive movements at a computer or business machine. May require occasional lifting and moving of up to 50 pounds. On-call during off duty hours and required to work evenings, weekends and holidays as necessary. May be assigned work shifts consistent with 24 hours/day, 7 days/week coverage. Service oriented environment with frequent interruptions. Occasionally operates motor vehicle.

Snohomish County is an Equal Employment Opportunity (EEO) employer.  
Accommodations for individuals with disabilities are provided upon request.

[EEO policy and ADA notice](#)

Class Established: March 2008  
EEO Category: 2 - Professionals  
Pay Grade: 781 – Information Services Pay Play  
Workers Comp: 5306 Non-Hazardous