

<b>DEPARTMENT:</b>	Information Technology	<b>REPORTS TO:</b>	Director, Enterprise Technology
<b>JOB CLASS:</b>	Software Architect	<b>PAY GRADE:</b>	39
<b>EXEMPT STATUS:</b>	Exempt	<b>DATE:</b>	05/27/2016

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***Our Mission is to deliver a high quality, technology-based education that provides the skills and knowledge students need for success.***

**POSITION GENERAL SUMMARY:**

The Enterprise Data Architect is key member of the enterprise architecture governance community. The Enterprise Data Architect expands the company's use of data as a strategic enabler of corporate goals and objectives. The Enterprise Data Architect will achieve this by strategically designing, developing, and implementing data standards and models for enterprise-level applications, warehouses, and systems. The Enterprise Data Architect provides guidance on the integration of enterprise applications with respect to data interaction performance, security, and integrity. The Enterprise Data Architect provides guidance to the development community on best practices for data organization, use, analysis, and maintenance. The Enterprise Data Architect also modifies, upgrades, extends and supports custom reporting and third-party product integrations. The Enterprise Data Architect provides input to enterprise data governance and data security policies and procedures.

**ESSENTIAL POSITION FUNCTIONS:**

- Provides overall direction, guidance, and definition of the enterprise data architecture to effectively support the corporate business strategy
- Understands key business metrics and influences IT and data architectures to provide supporting linkage.
- Develop and deliver short-term and long-term strategic goals for data architecture vision and standards in conjunction with data users, department managers, clients, and other key stakeholders
- Evaluate and design solutions based on the requirements provided from the Business Analysis Team to ensure that it meets all the business process descriptions, use cases, scenarios, event lists, business analysis, competitive product analysis, task and workflow analysis and/or viewpoints
- Provide technical direction and leadership to support data/analytic initiatives
- Supports all architectural disciplines and champions architectural initiatives
- Establish processes for governing the identification, collection, and use of corporate metadata; take steps to assure metadata accuracy and validity
- Conduct data planning, lifecycle, duration, usage requirements, feasibility studies, and other tasks
- Create strategies for data security, backup, disaster recovery, business continuity, and archiving
- Ensure that data strategies and architectures are in regulatory compliance
- Address data-related problems in regards to systems integration, compatibility, and multiple-

- platform integration
- Reviews existing business processes and establishes metrics to improve business processes, as well as support of all architectural disciplines under their direction
- Designs enterprise data warehouse(s), working with a team of developers, using Microsoft Cloud technologies (MS Azure, Data Lakes, Data Factory, SharePoint BI, Power BI, HD Insights, SSRS, SSIS, SSAS, SQL Server 2012 and higher)
- Define best practices and standards for the data modeling process
- Provides guidance on data warehouse and Data Mart design, including table designs, to developers
- Write design specifications using appropriate technical language simply, clearly, unambiguously and concisely for use by both business users and developers
- Manage changes to designs through effective application of change control processes and tools
- Ensure that proposed system designs meet user needs and satisfy business objectives and initiatives
- Participate in the development and implementation of processes that improve efficiency and enhance productivity
- Meet professional obligations through efficient work habits such as, meeting deadlines, honoring schedules, coordinating resources and meetings in an effective and timely manner, and demonstrate respect for others
- All work responsibilities are subject to having performance goals and/or targets established

*(These essential functions are not to be construed as a complete statement of all duties performed. Employees will be required to perform other job related duties as required.)*

#### **MINIMUM REQUIREMENTS:**

##### ***Education/Licensure/Certification:***

- Bachelor's degree in Computer Science/Computer Engineering/Information Systems or equivalent combination of education and relevant experience; Masters in data management or Business Administration preferred
- Microsoft Certification, preferred
- Project Management Professional (PMP) Certification Preferred

##### ***Experience:***

- 5 years of experience with general Business Intelligence tools
- 5 years of experience in IT and business/industry work experience including architecture design and deployment, systems lifecycle management, and infrastructure planning and operations
- 5 years of experience in SDLC methodologies as Business Analyst or Project Manager, preferred
- 5 years of leadership experience in managing multiple, large, cross-functional teams or projects, and influencing senior level management and key stakeholders, preferred
- 5 years of experience in designing, building, implementing, integrating, and maintaining of large data systems, preferred
- 3 years of experience in the use and design of executive dashboards, business metrics reports, and business analytics, preferred
- 2 years of experience with Microsoft Business Intelligence stack, preferred

- 3 of years of experience in Education industry or with Education data, preferred

***Knowledge, abilities and skills:***

- Advanced knowledge of technology solutions for delivering data insights on the Internet, hand held devices and personal computers
- Ability to demonstrate a thorough understanding of the requirements to solve problems and actively participate in reporting/analytics
- Ability to create technical specifications from business requirements for data solutions
- Ability to conduct solution modeling to represent design information in graphical forms such as ERD and UML
- Advanced knowledge of datastore types and models
- Advanced knowledge of integration technologies such REST, SOAP, MQ, and ESB
- Advanced knowledge of SQL, ETL, SSRS, SSIS, SSAS and Enterprise Data Warehouse (EDW)
- Advanced knowledge on the development of reporting/analytical solutions
- Strong professional executive level communication skills
- An in-depth understanding of contemporary design, management practices and the ability to apply them in a fast-paced business environment
- Demonstrable skills in the effective use of Microsoft Visio and Microsoft Word
- Knowledge of how enterprise data warehouse products are positioned and developed
- Ability to effectively communicate with co-workers, peers and management through written and verbal communication
- Ability to deal with varied and difficult personalities while maintaining an even temperament
- Ability to train and mentor developers and users
- Ability to handle problems in a calm tactful manner

**CORE COMPETENCIES FOR SUCCESS:**

<b>COMMUNICATION SKILLS</b> <i>Clearly and effectively conveys and/or presents information verbally; summarizes what was heard to mitigate miscommunication; Shares ideas and perspectives and encourages others to do the same; Informs others involved in a project of new developments; Disseminates information to other employees, as appropriate; Effectively uses multiple channels to communicate important messages; Keeps supervisor well informed about progress and/or problems in a timely manner; Writes in a clear, concise, organized and convincing way for a variety of target audiences; The written message is consistently error-free; The written message has the desired effect on the target audience</i>	<b>CUSTOMER FOCUS</b> <i>Prioritizes customers (internal and external) and their needs as primary and is dedicated to meeting their expectations; Develops and maintains customer relationships; builds credibility and trust; Quickly and effectively solves customer problems; Provides prompt, attentive service in a cheerful manner; adapts to changing information, conditions or challenges with a positive attitude; Incorporates customer feedback into delivery of service to provide the best experience possible for the customer; Actively promotes FLVS in community by serving as a FLVS ambassador or volunteer</i>
<b>INTERPERSONAL SKILLS</b> <i>Relates well with others; Treats others with respect; Shares views in a tactful way; Demonstrates diplomacy by approaching others about sensitive issues in non-threatening ways; Considers and responds appropriately to the needs, feelings and capabilities of others; Fosters an environment conducive to open, transparent communication among all levels and positions; Takes the initiative to get to know internal and external customers</i>	<b>FUNCTIONAL /TECHNICAL EXPERTISE</b> <i>Has the skills, abilities, knowledge and experience to be successful in functional area of expertise; Dedicates time and energy to keeping abreast of the latest information related to area of expertise and technology; Picks up on technology quickly; Does well in technical courses and seminars; Produces high quality work in organized and timely fashion</i>

**INDIVIDUAL CONTRIBUTOR COMPETENCIES FOR SUCCESS:**

<b>PEER RELATIONSHIPS</b> <i>Finds common ground and solves problems for the good of all; Can represent his/her own interests and yet be fair to other groups; Solves problems with peers with minimal "noise"; Is seen as a team player and is cooperative; Easily gains trust and support peers; Encourages collaboration; Is candid with peers</i>	<b>CREATIVITY</b> <i>Comes up with a lot of new and unique ideas; Easily makes connections among previously unrelated notions; Tends to be seen as original and value-added in brainstorming sessions; Takes calculated risks; Is not afraid to try new things and potentially "fail fast"</i>
<b>SELF KNOWLEDGE</b> <i>Seeks feedback; Gains insight from mistakes; Is open to constructive criticism; isn't defensive; Proactively seeks to understand his/her strengths and areas for growth; applies information to best serve organization; Recognizes how his/her behavior impacts others and incorporates insight into future interactions</i>	<b>PLANNING</b> <i>Accurately scopes out length and difficulty of tasks and projects; Sets objectives and goals; Breaks down work into the process steps; Develops schedules and task/people assignments; Anticipates and adjusts for problems and roadblocks; Measures performance against goals; Evaluates results</i>
<b>ORGANIZING</b> <i>Uses his/her time effectively and efficiently; Concentrates his/her efforts on the more important priorities; Can attend to a broader range of activities as a result of organizing time efficiently; Can marshal resources (people, funding, material, support) to get things done; Can orchestrate multiple activities at once to accomplish a goal; Arranges information and files in a useful manner</i>	<b>PROBLEM SOLVING</b> <i>Uses rigorous logic and methods to solve difficult problems with effective solutions; Probes all fruitful sources for answers; Can see hidden problems; Is excellent at honest analysis; Looks beyond the obvious and doesn't stop at the first answers</i>
<b>DRIVE FOR RESULTS</b> <i>Can be counted on to exceed goals successfully; Very bottom-line oriented; Steadfastly pushes self and others for results; Is full of energy for the things he/she sees as challenging; Not fearful of acting with a minimum of planning; Consistently seizes opportunities; Consistently exceeds goals</i>	

**PHYSICAL REQUIREMENTS AND ENVIRONMENTAL CONDITIONS:**

- Location: Remote / VLC Orlando
- Frequency of travel: Frequent travel (approximately 30%) is required for meetings, trainings and conferences; location may vary and may require overnight stays
- Light physical activities and efforts required working in an office environment

*(Reasonable accommodations will be made in accordance with existing ADA requirements for otherwise qualified individuals with a disability.)*

*FLVS does not discriminate in admission or access to, or treatment or employment in its programs and activities on the basis of race, color, religion, age, sex, national origin, marital status, disability, genetic information or any other reason prohibited by law.*