

JOB OPENING ANNOUNCEMENT

Apply On-line at <https://www.samtrans.com/jobs>

Employment Hotline 650-508-6308

August 25, 2023

TITLE: IT Enterprise Architect (Applications)
EMPLOYMENT TYPE: Exempt (Full-Time)
DIVISION: Information Technology
APPLICATION DEADLINE: **Sunday, September 24, 2023 (1st cut off- September 17, 2023)**
PAY RANGE: **\$2,342.15 - \$3,513.23 weekly (\$121,792 - \$182,688 estimated annual)**
WORK LOCATION: San Carlos, CA

JOB SUMMARY: Information Technology Enterprise Architect will be responsible for the development and implementation of enterprise architecture that is aligned with the District's security vision; and establish and enforce IT governance, standards, and policies for the San Mateo County Transit District (SamTrans), the Peninsula Corridor Joint Powers Board (Caltrain), and the San Mateo Transportation Authority (TA). The role of the Enterprise Architect is to enable business and IT leaders to make sound technical and investment decisions that balance and prioritize current operational demands, disruptions, and opportunities with the longer-term strategic vision of the organization. Furthermore, the enterprise architect provides technology guidance, road maps, principles, standards, and best practices to the organization.

EXAMPLES OF ESSENTIAL FUNCTIONS:

- Deliver and deploy Application projects from inception to completion.
- Work with various Project Managers and represent IT as a stakeholder.
- Develops and implements IT Architecture strategy for the district. Leads the IT Architecture vision that is aligned to organizational priorities and enables and facilitates the organization's business objectives.
- Provides overall direction, guidance, and definition of IT architecture to effectively support the corporate business strategy.
- Supports all architectural disciplines and champions' architectural initiatives.
- Reviews existing business processes and establishes metrics to improve business processes, as well as support of all architectural disciplines under their direction.
- Leads programs to develop, maintain, and govern the enterprise architecture (EA) across the organization.
- Works on highly complex projects that require in-depth knowledge across multiple specialized architecture domains.
- Leads the EA review board, governance processes, and ensures that the solutions are compliant with target-state architecture models, including facilitating the creation of governing principles to guide EA decision making.
- Promotes the EA process, outcomes, and results to the organization and senior leadership.
- Manages exceptions to architectural standards at an enterprise level.
- Ensures the conceptual completeness of the technical solutions.
- Provides technology consultation to business and IT leaders.
- Advises on options, risks, costs versus benefits, system impacts, and technology priorities.
- Partners with business leaders to understand business requirements and help them understand how technology tradeoffs influence strategy.
- Supervise staff or consultant if required.

EXAMPLES OF DUTIES:

- Consults with project teams to fit projects to EA, as well as to identify when it is necessary to modify the EA, ensuring architectural alignment with project goals and requirements.
- Develops, analyses, and communicates architectural policies, standards, guidelines, procedures, and requirements.
- Requirement Gathering, Application Configuration, Integration design and build.
- Work with various internal and external stakeholders and advise on technology standards.
- Approves modification of the enterprise architecture to accommodate project needs.
- Directs the research and evaluation of emerging technology, industry, and market trends.
- Works with IT senior leadership to approve allocation of budget to meet architectural initiatives critical to business/mission success.
- Perform all job duties and responsibilities in a safe manner to protect one's self, fellow employees, and the public from injury or harm. Promote safety awareness and follow safety procedures to reduce or eliminate accidents.
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SUPERVISION: Works under the general supervision of the IT Manager / Director / CITO, Information Technology, who establishes goals and objectives and evaluates performance.

MINIMUM QUALIFICATIONS: Sufficient experience, training and/or education to demonstrate the knowledge and ability to successfully perform the essential functions of the position. In lieu of a degree, work-related experience that demonstrates the skills and experience necessary to perform this role will be accepted. Development of the required knowledge and abilities is typically obtained through but not limited to:

- Bachelor's degree in computer science, information systems, information technology, computer engineering, system analysis, or a closely related field.
- Five (5) years of experience in technology programs and initiatives.
- Three (3) years of technical lead experience in an IT department.

PREFERRED QUALIFICATIONS:

- Hands-on experience working with transit application.
- Knowledge of various Software as a Service (SaaS) products
- Project Management experience
- Knowledge of various project management implementation methodologies
- Experience managing information architecture standards.
- Flexibility to work outside of regular business hours when needed.
- Deep technical and operational understanding of Application and Infrastructure architecture and related technologies.
- Knowledge and depth and/or breadth of expertise in informational technology disciplines (ex. network operations, databases, software application and interfaces, computer operations, production control, quality assurance and systems management).
- Excellent verbal, written, organizational, presentation, and interpersonal communications skills, especially with non-technical audiences.
- Experience in leading multiple, large, cross-functional teams or projects, and influencing senior level management and key stakeholders.

SELECTION PROCESS MAY INCLUDE: The process will include a panel interview and may include written and skills test assessments or supplemental questions. Only those candidates who are the most qualified will continue in the selection process. Meeting the minimum qualifications does not guarantee an invitation to continue in the process.

CURRENT EMPLOYMENT BENEFITS AT SAMTRANS:

For additional information on SamTrans benefits, please visit, <https://www.samtrans.com/jobs>

Holidays:	Seven (7) paid holidays, plus up to four (4) floating holidays per year
Paid Time Off:	Up to 26 days per year
Cafeteria Plans:	Medical, dental, vision care, group life insurance and more
Transportation:	Free Bus Transportation for employees and qualified dependents
Work Location:	Select positions are eligible to work remote up to 50% of the time
Pension:	Social Security and California Public Employees Retirement Systems (CalPERS) <ul style="list-style-type: none">• Classic Members – 2% @ 60 benefit formula, 3 year average of highest compensation• New Members – 2% @ 62 benefit formula, 3 year average of highest compensation

HOW TO APPLY:

- To apply, please visit the <https://www.samtrans.com/jobs>. Complete an online employment application by 11:59 p.m. on **Sunday, September 24, 2023 (1st cut off- September 17, 2023)**. A resume will not be accepted in lieu of the application. Incomplete applications will not be considered.
- The Human Resources Department will make reasonable efforts in the recruitment/examination process to accommodate applicants with disabilities upon request. If you have a need for an accommodation, please contact the Human Resources Department at (650) 508-6308 or email written request to recruitment@samtrans.com.
- SamTrans celebrates diversity and is committed to creating an inclusive and welcoming workplace environment. We are an Affirmative Action/Equal Opportunity Employer. Minorities, Women, Persons with Disabilities and Veterans are encouraged to apply.