PLANO INDEPENDENT SCHOOL DISTRICT
Job Description

Job Title: Principal Solutions Architect	**Wage/Hour Status:** Exempt
Reports To: Assistant Superintendent of Technology	**Pay Range:** 892
Dept./School: Technology Services	**Date Revised:** 5/5/2023

Primary Purpose:

This bond position works with key stakeholders to plan and architect new solutions to solve complex business problems. Responsible for formulating and devising process scope and objectives, then analyze requirements and prepare detailed specifications. This individual should be a self-motivated starter; perform tasks with little or no supervision and maintain a proactive attitude with establishing relationships among district personnel.

Qualifications:

Education/Certification:

Bachelor's degree in Computer Science or related field preferred

Industry certifications a plus

Experience:

10 years of experience using Systems Development Life Cycle (SDLC)

10 years of experience with MS SQL Server administration and support

10 years of experience with stored procedures and ETL development

10 years of programming experience using .NET framework

10 years of web development experience using ASP.NET, HTML5, CSS, JavaScript

10 years of experience building/integrating RESTful API's using Web API

Special Knowledge/Skills:

Proven ability to design, develop, deploy and maintain innovative and successful technical application/systems

Demonstrated knowledge and experience in systems architecture, application development, and data warehousing

Experience developing and supporting cloud-based enterprise applications

Knowledge of research techniques, methods and procedures to develop best practices and resolve technical issues

Excellent verbal and written communications skills

Ability to manage multiple priorities effectively

Ability to develop and maintain effective working relationships

Major Responsibilities and Duties:

Perform systems analysis and design in translating business requirements into technical specifications. Proactively identify and communicate process and system improvement ideas to IT and/or business. Recommend build/buy solutions.

Develop, test, document, implement, and maintain high quality business systems solutions on various computer platforms, adhering to established methodology and practices, and in accordance with project plans

Develop, enhance, code, test, debug, document, and implement complex data integration programs for business solutions

Develop database and applications solutions by analyzing information needs, systems flow, data usage, and work processes

Perform root cause analysis, impact analysis, problem determination, and problem resolution support. Collaborate with appropriate business and IT staff throughout the problem resolutions process

Support integrated ITIL processes with Incident, Change and Problem management. Develop plans to resolve problems and prevent them from recurring; maintains high service levels for the user community in accordance with SLAs. Ensure all changes are well communicated, coordinated, and documented.

Maintains up-to-date documentation, including diagrams, on all BI/applications development, database systems, integration services, and connectivity.

Be customer service oriented and maintain a professional approach regarding all district matters.

Perform R&D, remain knowledgeable of emerging trends in technology, and keep abreast of innovative practices. Attain and keep current, relevant technology certifications.

Perform special projects and after-hours support and upgrades

Follow all rules, regulations, and policies of Plano ISD and follow directives from supervisor

Follow attendance policy as assigned by supervisor

Perform other functions that may be assigned by the Administration and/or supervisor

Equipment Used:

Computer, scanner, printer, copier, calculator

Working Conditions:

Mental Demands:
Reading; ability to communicate effectively (verbal and written); maintain emotional control under stress; work with frequent interruptions

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Physical Demands/Environmental Factors:
Frequent standing, stooping, bending, kneeling, pushing and pulling; prolonged use of computer and repetitive hand motions; occasional lifting up to 50 pounds

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Acknowledgement:

Any work-related experience or additional education/training resulting in acceptable proficiency levels in the above-required knowledge, skills, and abilities may be an acceptable substitute for the above-specified education and experience requirements at the sole discretion of District Administration.

Approved By: W. Noel McBee,   Compensation Coordinator   **Date:**   5/5/2023

The above statements are intended to describe the general purpose and responsibilities assigned to this job and are not intended to represent an exhaustive list of all responsibilities, duties, and skills that may be required. District administration and/or my supervisor has the right to add or change duties at any time. This job description supersedes all prior job descriptions for this position as well as rescinding all past and present job descriptions that do not reflect the current requirements of this position.

My signature below indicates I understand and acknowledge my job description.

Employee Signature: **Date:**