Information Technology Job Function

IT Data Architecture Professional V
Grade: 59
Job Code: I1359P
Job Family: IT Data Management
Job Family Matrix: IT Data Management Matrix

Summary
Responsible for the development, maintenance and support of data warehouse systems including multiple interfaces. Focus on big-picture and strategic issues; develop policy. Projects are large, complex, and multi-faceted.

Typical Core Duties
- Lead aspects of data management services which may include data modeling and database and analytics platform design, database performance and optimization, recovery/load strategy and implementation, and data modeling
- Lead team in development and enhancements of the data user interface including data acquisition/access analysis
- Monitor status of assignments; review code and document scripts and procedures
- Design and implement data verification and testing methods
- Identify and evaluate opportunities to improve existing subject areas and applications and determine viability for adoption
- Provide technical expertise and direction in developing and supporting system level programs
- Identify areas for efficiency or improvement; recommend improvements
- Create new standards and procedures related to end user and interface development, including user requirements
- Partner with others on technical issues and system architecture definition
- May manage vendor relationships
- Provide training to clients and staff
- Function as subject matter expert or project lead; advise unit/school
- Abide by and follow the Harvard University IT technical standards, policies, and Code of Conduct

Basic Qualifications
- Minimum of seven years' post-secondary education or relevant work experience

Additional Qualifications and Skills
- Knowledge of information technology applications, processes, software and equipment
- Advanced knowledge of ETL (Extraction, Transformation, and Loading), reporting and database technologies
- Advanced communication, technical and project management skills
- Demonstrated team performance skills, service mindset approach, and the ability to act as a trusted advisor

Certificates and Licenses
- Completion of Harvard IT Academy specified foundational courses (or external equivalent) preferred

Physical Requirements

Working Conditions
- Work is performed in an office setting