

## Information Technology Job Function

# IT Data Architecture Professional VI

Grade: 60

Job Code: I1360P

Job Family: IT Data Management

Job Family Matrix: [IT Data Management Matrix](#)

### Summary

Evaluate and direct strategy to create a set of technical functions and procedures allowing the creation of applications that access the features or data of an operating system, application, or other service. Solve unique problems that have broad impact, and design and gain resources to carry out solution(s).

### Typical Core Duties

- Direct 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
- Facilitate database design, performance, optimization, backup and recovery, storage capacity planning, implementation
- Assess technical strategies for projects, collect requirements, and recommend solutions to complex problems with focus on data modeling
- May be responsible for budget planning, monitoring, and vendor contracting
- Predict opportunities; propose and lead the creation, development, and implementation of enhancements and/or new tools and service
- Facilitate the new and ongoing management of established partnerships with both internal and external stakeholders
- Share in-depth knowledge as a resource to staff and community
- Function as subject matter expert or project lead
- Collaborate with University-wide leadership to formulate processes, policies and procedures
- 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

- Minimum three years' additional post-secondary education or relevant work experience
- 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

