CITY OF HOUSTON

JOB DESCRIPTION

Job Code: 450.5

Job Title: **IT ARCHITECT - APPLICATIONS**

Pay Grade: 33

GENERAL SUMMARY:

The purpose of this position is to function as technical architect and platform strategist for specific applications. This individual contributor is a position that is very highly specialized; may be nationally recognized as a leader in the specialized field and may speak at industry forums; contributes to the body of knowledge within a particular area of expertise. Represents the highest level of technical knowledge in a specialized field; usually reserved for a single individual within a particular area of expertise.

RESPONSIBILITIES:

TECHNICAL EXPERT: Preeminent technical expertise with multiple technical certifications. Proactively resolves highly complex, strategically important applications problems by providing deep technical expertise. Serves as the highest level of specialized technical expertise internally.

STRATEGY: Directs strategy for application system architecture, design, and platform evolution using current and emerging technologies. Translates business requirements into system or process designs. Evaluates and recommends new products, and maintains knowledge of emerging application methodologies. Drives innovation and strategic solutions by providing value propositions; adapts plans and priorities to address business requirements and long-term platform requirements. Serves as liaison between senior leadership, project teams, development teams and other stakeholders by encouraging improvement and innovation.

SYSTEMS ANALYSIS & PROGRAMMING: Does not normally engage in day-to-day application development or maintenance, but provides highly specialized support in mission critical troubleshooting or design activities. Plans and recommends application architecture and platform evolution. Approves and modifies application design and architecture to ensure compliance. Monitors application performance, and is proactive in assessing and making recommendations for improvement.

TEAM EFFORT: Contributes to team effort by accomplishing business results through proactive strategy, planning, and deep technical expertise for highly specialized technical systems.

SPECIFICATIONS:

KNOWLEDGE:

Requires a Bachelor's degree in Computer Science, Management and Information Systems (MIS) or a closely related field. Holds multiple applications-specific technical certifications; recognized as having mastery of a particular technical discipline. A Master’s degree in Computer Science, Management and Information Systems (MIS) or a closely related field may be substituted for up to two (2) years of experience.

EXPERIENCE:

At least ten (10) years of specialized experience in application systems analysis and development.

SPECIFICATIONS (cont'd):

COMPLEXITY:
Individual contributor and acknowledged expert in application. Works independently; routinely coaches other professionals on technical issues. Ability to execute highly complex or specialized projects; develops new solutions to complex problems.

IMPACT OF ACTIONS:
Errors in work typically lead to significant business risks and costs. The incumbent functions autonomously and as an advisor to senior business and technical leadership.

SUPERVISION EXERCISED:

Direct Supervision:
May lead or supervise less experienced IT professionals in assigned area.

Indirect Supervision:
No indirect reports.

CONTACTS:

Internal Contacts:
Level of internal contact is primarily with managers, Assistant Directors, and Deputy Directors. Interaction involves considerable explanation and persuasion leading to decision, agreement or rejection on complex issues; diplomacy is required; problem-solving discussions regarding responsibilities, finance or work flow or to facilitate change.

External Contacts:
Level of external contact is primarily with senior-level representatives of government agencies, guests, vendors and professional contacts with affiliated organizations. Interaction requires substantial sensitivity and persuasion leading to resolution of complex issues, e.g., project coordination and higher-level problem resolution.

PHYSICAL EFFORT:
The position is physically comfortable; the individual has discretion about walking, standing, etc.

WORK ENVIRONMENT:
There are no major sources of discomfort, i.e., essentially normal office environment with acceptable lighting, temperature and air conditions. Significant time spent using computer display, keyboard, and mouse.

PHYSICAL SKILL:
Requires the ability to make closely coordinated eye/hand movements within very fine tolerance and/or calibration demands.

MISCELLANEOUS:
All duties and responsibilities may not be included in the above job description.

JOB FAMILY: Information Technology – Applications

Technical Track:	Management Track:
IT Associate – Applications	--
IT Specialist – Applications	--
IT Professional – Applications	IT Lead -- Applications
Senior IT Professional – Applications	IT Manager – Applications
IT Architect– Applications	

Effective: November 2015
Revised: February 2026