



CITY OF HOUSTON

JOB DESCRIPTION

Job Code: 469.4

Job Title: **SENIOR TECHNOLOGY RESEARCH ANALYST**

Pay Grade: 29

GENERAL SUMMARY:

The purpose of this position is to optimize business performance by developing technical solutions that will maximize the value delivered to stakeholders. Works independently to identify emerging technologies and trends that could transform the customer experience and/or improve operational efficiency

RESPONSIBILITIES:

TECHNICAL EXPERT: Senior level technical contributor with expertise in technology research and development. May participate in industry/technical users groups. Acts independently or as a member of a project team responsible for providing technical guidance concerning the business implications of emerging technologies. Provides technical consulting on complex projects.

STRATEGY: Understands how technology applications and systems support business objectives. Drives innovation and creative solutions by providing value propositions. Influences the strategy; acts as a technical thought leader in the application of emerging technologies. Implements best practices and uses knowledge of internal and external technology challenges and opportunities to drive business transformation. Addresses risks, limitations and vulnerabilities.

RESEARCH & DEVELOPMENT: Maintains a strong understanding of the enterprise's IT systems and architectures. Applies emerging technologies and trends to support long-term business objectives. Responsible for researching, collecting, and disseminating information on emerging technologies and key learnings throughout the enterprise. Researches and recommends changes to foundation architecture to prepare for emerging technologies. Supports research projects to identify and evaluate new technologies; may build prototypes or proofs of concept.

TEAM EFFORT: Contributes to team effort by solving business problems and transforming the customer experience.

SPECIFICATIONS:

KNOWLEDGE:

Requires a Bachelor's degree in Computer Science, Management and Information Systems (MIS), Engineering, or a closely related field. May have advanced technical certifications that demonstrate mastery of a specialized system, application, or business process.

EXPERIENCE:

At least six (6) years of experience in technology in one or more technology functional areas. Greater than six (6) years of applicable experience may be substituted for up to two (2) years of the education requirement.

SPECIFICATIONS (cont'd):

COMPLEXITY:

Individual contributor and acknowledged expertise for awareness and knowledge of emerging technologies and research. Works independently; frequently coaches other professionals on technical issues. Ability to execute highly complex or specialized projects; adopts precedent and may develop new solutions to complex problems.

IMPACT OF ACTIONS:

Errors in work typically lead to significant inconvenience, risk and costs. The incumbent functions autonomously, with the manager available to answer questions as they arise.

SUPERVISION EXERCISED:

Direct Supervision:

No direct report.

Indirect Supervision:

No indirect reports.

CONTACTS:

Internal Contacts:

Level of internal contact is primarily with professionals, 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 citizens, visitors and/or mid-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. Operates a motor vehicle.

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. Operates a motor vehicle.

MISCELLANEOUS:

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

JOB FAMILY:

Technical Track:

IT Professional – Technology Research

IT Sr. Professional – Technology Research

Effective: November 2015