CU NY | THE CITY UNIVERSITY OF NEW YORK

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Personnel Order 2024-04

October 24, 2024

Amendment to Classification Plan

The following title is hereby added to the Competitive Class Service of the City University of New York:

Title & Title Code	Level	Minimum	Maximum
IT ARCHITECT **Title Code 05600**	Level 1	$114,279	$132,979
	Level 2	$124,391	$145,120
	Level 3	$136,374	$173,563

The salaries listed above are as of this date. *IT Architect* has been designated as *Hard-to-Recruit* and the starting salaries will be at the minimum (incumbent) rate for each level listed above.

This title is accreted to DC 37, Local 2627.

This Personnel Order must be posted conspicuously for a 30-day period.

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Doriane K. Gloria
Senior Vice Chancellor, University Human Resources

THE CITY UNIVERSITY OF NEW YORK
Classified Civil Service Position Description

Title   IT Architect

Title Codes   05600   Annual (full-time)

FLSA Status   Non-Exempt due to collective bargaining agreements.

Date Issued   October 24, 2024

General Duties and Responsibilities

This position encompasses professional and responsible technical consultative responsibilities unique to the architecture of enterprise applications and infrastructure solutions with a special emphasis on cloud or hybrid cloud applications. Under administrative direction of a university IT manager, with broad latitude for independent action or decision, all personnel serve in a critical role in the execution of the design and implementation of complex IT systems. Responsible for converting business requirements into a technical architecture and design and for implementing IT applications and solutions by working with stakeholders, project managers, analysts, and technical teams. The IT Architect has a deep understanding of an organization's IT policies, cybersecurity requirements, infrastructure, technology stack and support processes as well as current cloud technologies and services. The IT Architect uses their experience in systems engineering, cloud, and enterprise architecture to define standards and enforce adherence to those standards.

There are three (3) Assignment Levels within this classification. All personnel perform related work. Assignment Levels 2 and 3 may supervise technical leads, developers, and engineers in the implementation of IT applications and infrastructure designs and solutions. This specification describes typical assignments; related duties may be assigned as needed.

Assignment Level I

Develops and maintains IT architecture diagrams of enterprise, business, data, security and/or technology architectures for IT solutions, concepts, and strategies to meet business requirements for target audiences.

Defines and maintains the methodology, principles, roadmap, standards, and guidelines for IT architecture for security, reuse, interoperability, and integration.

Identifies probable system problems or design flaws and escalates issues to upper management before serious operational impact.

Monitors developments regarding various architectural platforms including SaaS, IaaS, PaaS, hybrid, virtual, blockchain, enterprise identity management, hardware, software, and network communication components, as well as mobile technology, relational database technology, data integrity and distribution, canonical data models, and modern application and data architecture.

Analyzes and makes recommendations regarding the possibility of optimizing and enhancing existing functionalities with emphasis on cloud architectures.

Works closely with IT vendors, as necessary.

Confirms the conformance of moderately complex applications, components, and services to established standards.

Ensures compliance with architecture and security standards and guidelines throughout the application development lifecycle of moderately complex applications.

Assists with moderately complex internally developed projects and new third party software products, including continued support, documentation, testing and training.

Recommends application deployment architecture for moderately complex applications including cloud, on-premises, and hybrid approaches.

Recommends moderately complex application technical requirements including servers, storage, networking, security, and other components, either cloud, virtual, physical, or mixed and works collaboratively to provision application environments.

Oversees multiple areas of responsibility of moderately complex service development or implementation including but not limited to presentation, business logic, persistence, performance, scalability, and integrations.

<u>Assignment Level II</u> – In addition to Assignment Level I tasks, performs the following tasks:

Confirms the conformance of complex applications, components, and services to established standards.

Ensures compliance with architecture and security standards and guidelines throughout the application development lifecycle of complex applications.

Assists with complex internally developed projects and new third party software products, including continued support, documentation, testing, and training

Recommends application deployment architecture for complex applications including cloud, on-premises, and hybrid approaches.

Recommends complex application technical requirements including servers, storage, networking, security, and other components, either cloud, virtual, physical, or mixed and works collaboratively to provision application environments.

Oversees multiple areas of responsibility of complex service development or implementation including but not limited to presentation, business logic, persistence, performance, scalability, and integrations.

Assists in the development and review of technical specifications and requirements for the procurement of IT systems and services, including the evaluation of vendor submissions solicited via bids, requests for information, and proposals.

<u>Assignment Level III</u> – In addition to Assignment Level I and Assignment Level II tasks, performs the following tasks:

Confirms the conformance of highly complex or critical applications, components, and services to established standards.

Ensures compliance with architecture and security standards and guidelines throughout the application development lifecycle of highly complex or critical applications.

Assists with highly complex or critical internally developed projects and new third party software products, including continued support, documentation, testing, and training

Recommends application deployment architecture for highly complex or critical applications including cloud, on-premises, and hybrid approach.

Recommends highly complex or critical application technical requirements including servers, storage, networking, security, and other components, either cloud, virtual, physical, or mixed and works collaboratively to provision application environments.

Oversees multiple areas of responsibility of highly complex or critical service development or implementation including but not limited to presentation, business logic, persistence, performance, scalability, and integrations.

Qualification Requirements

1. A baccalaureate degree in computer science, engineering or a related field from an accredited college or university **and** five (5) years of satisfactory full-time experience converting business requirements into a technical architecture and design and implementing IT applications and solutions by working with stakeholders, project managers, analysts, and technical teams; **or**

2. A baccalaureate degree from an accredited college or university **and** six (6) years of satisfactory full-time experience as described in "1" above; **or**

3. A high school diploma or its educational equivalent **and** ten (10) years of satisfactory full-time experience as described in "1" above; **or**

4. Education and/or experience which is equivalent to "1," "2" or "3" above. The following may substitute for some of the required experience required in "1," "2" or "3" above, as follows:

   - College education may substitute for up to four (4) years of the required experience in "3" above on the following basis:

     A. 30 to 59.9 semester credits substitute for 1 year of experience; **or**

     B. 60 to 89.9 semester credits substitute for 2 years of experience; **or**

     C. 90 to 119.9 semester credits substitute for 3 years of experience; **or**

     D. 120 or more semester credits substitute for 4 years of experience.

   - Graduate credits in information technology, computer science or a related field may substitute for up to two (2) years of experience in "1" or "2" above on the following basis:

     A. 15 to 29.9 graduate credits substitute for 1 year of required experience; **or**

     B. 30 or more graduate credits substitute for 2 years of required experience.

   - Each of the following valid and current certification(s) may substitute for one (1) year of the required experience in "1," "2" or "3" above:

     A. Certified Information Systems Auditor (CISA) issued by ISACA; **and/or**

     B. Certified Information Systems Security Professional (CISSP) issued by Infosec; **and/or**

     C. Cisco Certified Architect (CCAr) issued by CISCO; **and/or**

     D. Microsoft Certified: Azure Solutions Architect Expert issued by Microsoft; **and/or**

     E. NetApp Certified Data Administrator (NCDA) issued by any authorized organization approved by NetApp; **and/or**

F. NetApp Certified Implementation Engineer (NCIE) issued by any authorized organization approved by NetApp; **and/or**

G. NetApp Certified Support Engineer (NCSE) issued by any authorized organization approved by NetApp; **and/or**

H. Oracle Cloud Infrastructure Architect Professional Certification issued by Oracle; **and/or**

I. TOGAF 9 Certified issued by The Open Group; **and/or**

J. TOGAF 9 Foundation issued by The Open Group; **and/or**

K. TOGAF Business Architecture Foundation issued by The Open Group; **and/or**

L. TOGAF Enterprise Architecture Foundation issued by The Open Group; **and/or**

M. TOGAF Enterprise Architecture Practitioner issued by The Open Group; **and/or**

N. VMware Certified Design Expert – Cloud Management and Automation issued by VMware; **and/or**

O. VMware Certified Design Expert – Data Center Virtualization issued by VMware; **and/or**

P. VMware Certified Design Expert – End-User Computing issued by VMware; **and/or**

Q. VMware Certified Design Expert – Network Virtualization issued by VMware.

However, all candidates must have a high school diploma or its educational equivalent and at least three (3) years of experience as described in "1" above.

Assignment Level II or III

Level II: After meeting the Qualification Requirements above, an additional two (2) years of satisfactory full-time experience in the planning, organizing, and controlling of incident and change management activities of one or more major IT service(s) and/or information technologies and evaluating, designing, and implementing IT Service Management processes and tools is required for Level II.

Level III: After meeting the Qualification Requirements above <u>and</u> the Level II requirements, an additional two (2) years of satisfactory full-time experience in the planning, organizing, and controlling of incident and change management activities of one or more major IT service(s) and/or information technologies and evaluating, designing, and implementing IT Service Management processes and tools is required (for a total of 4 years of experience above the Qualification Requirements).

English Language Proficiency: Demonstrated English language proficiency, including ability to speak, read, write, and understand English well enough to meet minimally acceptable performance standards set for job duties.

<u>Motor Vehicle Driver License</u>: A Motor Vehicle Driver license, valid in New York State, may be required for some, but not all positions.

Note: CUNY considers full-time work to be at least 35 hours per week. Part-time experience of at least 20 hours per week may be prorated by half and credited instead of, <u>but not in addition to</u>, full-time experience during the same period (e.g., two months of related work experience at 20-34 hours per week equates to one month of full-time related work experience.) Part-time experience of fewer than 20 hours per week **cannot** be credited at all.

Direct Lines of Promotion

From: None

To: None