USC University of Southern California

Data Architect (ITS)
Job Description

JOB INFORMATION

Job Code:	167711
Job Title:	Data Architect (ITS)
FLSA Status:	Exempt
Supervisory:	
Job Family:	Network Operations
Job Family Group:	Information Technology
Management Level:	7 Individual Contributor

JOB SUMMARY

Manages ITS data architecture, identifies business requirements and functional designs, and assists with prototyping, testing, and training. Develops conceptual, logical, and physical data models, and supports the development of data modeling standards, guidelines, and techniques. Demonstrates ITS values in action.

JOB QUALIFICATIONS:

Education

Req	Pref	Degree	Field of Study	
X		Bachelor's degree		
	X	Bachelor's degree		

Additional Education

Check here if experience may substitute for some of the above education.

X	Combined experience/education as substitute for minimum education

Work Experience

Req	Pref	Work Experience	Experience Level	
X		2 years		
	X	4 years		

Additional Work Experience

Check here if education may substitute for some of the above work experience.

	Combined experience/education as substitute for minimum work experience

Knowledge, Skills and Abilities

Req	Pref	Functional Skills
X		Experience in database development, delivering data architecture solutions and strategies.
X		Firm understanding of data modeling, master data management, enterprise data warehousing, ETL, reporting, querying, requirements analysis, and data integration techniques.
X		Understanding of database server architecture, administration, and security.

Knowledge, Skills and Abilities

Req	Pref	Functional Skills
X		Ability to understand and work with large, complex IT systems.
X		Experience contributing to and managing development policies, from planning through execution.
X		Perseverance, drive and keen attention to detail.
X		Knowledge of network architecture.
X		Excellent written and oral communication skills, presenting technical topics in a technically-oriented detailed fashion to technical audiences.
X		Ability to develop positive working relationships and strong rapport with team members and stakeholders.
	X	Bachelor's degree in computer science, computer information systems, data science, information technology, or relevant field.
	X	Experience in IT and/or data science.

Other Job Factors

JOB ACCOUNTABILITIES

	% Time	Essential	Marginal	N/A
Develops and maintains documentation related to data architecture standards, protocols, frameworks, and techniques. Participates in regular touchpoints with department leaders, data teams, and vendors. Assists with identifying business value opportunities for customers, partners, and key stakeholders in administrative and academic units. Gains insight into customer challenges and data requirements, and seeks to deliver quality solutions, performing root cause analysis and developing problem-prevention strategies.				
Identifies business requirements and creates relevant data architecture, overseeing design, prototyping, testing, and training. Develops conceptual, logical, and physical data models in accordance with approved techniques, approaches, and standards. Supports development of data strategies, building roadmaps and processes to meet current and anticipate future needs.				
Supports the vision for enterprise data and analytics, leveraging the latest industry knowledge to continually develop team skills, knowledge, and abilities in data architecture and related fields (e.g., API data integration, data management). Researches and recommends data tools and services, supporting process improvement efforts within the team and across ITS.				
Builds and maintains collaborative relationships with team members, peers, and ITS leaders. Actively embodies ITS values and behaviors (e.g., accountability, strong ethics). Contributes to a culture of trust and transparency by sharing information broadly, openly, and deliberately. Works closely with team members and management to implement and support effective solutions for data architecture.				

Other Requirements

Essential:	Emergency Response/Recovery	Essential:	Mandated Reporter
	In the event of an emergency, the employee holding this position is required to "report to duty" in accordance with the university's Emergency Operations Plan and/or the employee's department's emergency response and/or recovery plans. Familiarity with those plans and regular training to implement those plans is required. During or immediately following an emergency, the employee will be notified to assist in the emergency response efforts, and mobilize other staff members if needed.		A mandated reporter who in his or her professional capacity has knowledge of, or reasonably suspects a person who is under the age of 18 years, elderly, or a dependent adult has been the victim of abuse or neglect must report the suspected incident. The reporter must contact a designated agency immediately or as soon as practically possible by telephone or in writing within 36 hours. By virtue of the associated job duties, this position qualifies as a mandated reporter as required by state law and USC's policy at: https://policy.usc.edu/mandated-reporters/

Campus Security Authority (CSA)		Essential:
By virtue of the associated job duties, this position qualifies as a Campus Security Authority as required by law and USC's policy at: https://dps.usc.edu/alerts/clery/		No

ACKNOWLEDGMENTS

The above statements reflect the essential and non-essential functions as necessary to describe the principle contents of the job. They are not intended to be a complete statement of all work requirements or duties that may be required of the position. I understand that I may be asked to perform other duties as assigned. USC reserves the right to add or change duties at any time.

The University of Southern California is an Equal Opportunity Employer. USC prohibits discrimination on any basis protected under federal, state, or local law, regulation, or ordinance or university policies. All employment decisions are based on individual qualifications and business need.

I acknowledge receipt of this job description and its associated physical requirements. I have read and understand the job description and job requirements and agree to abide by their contents. I realize that duties may be requested of me that are not specifically stated herein. I understand that I will be expected to adjust to potential fluctuations in work volume. I understand that, if I have any questions about the essential functions or expectations of my position, my supervisor and/or HR partner are available to discuss them with me.

_____   _____   _____
Print Employee Name   Signature   Date

_____   _____   _____
Print Manager Name   Signature   Date

This job description describes the general nature and level of work required by the position. It is not intended to be an all-inclusive list of qualifications, skills,
duties, responsibilities or working conditions of the job. The job description is subject to change with or without notice, and Management reserves the right to add, modify or remove any qualification or duty. Nothing in this job description changes the existing at-will employment relationship between the university and the employee occupying the position.