STATE OF SOUTH DAKOTA CLASS SPECIFICATION

Class Title: Technology Integration Specialist   **Class Code: 12310**
                                                             Pay Grade: GK

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A. Purpose:

Develops new business technology solutions for an agency by identifying technology integration needs, researching new business technology, and coordinating integration between divisions or other state agencies to ensure new business technology is efficiently introduced and integrated within the agency.

B. Distinguishing Feature:

The <u>Technology Integration Specialist</u> develops an agency's business technology solutions and serves as a resource for evaluating potential approaches for automation. Assignments deal with a state-wide scope within an agency that may involve integration with other departments. The <u>Technology Integration Consultant</u> works on projects that affect state government as a whole, with an integration and planning complexity equal to the state's information systems strategic plan. Both levels play an active role in researching, designing, and coordinating business solutions that integrate the latest technology and are not assigned maintenance responsibility of systems.

C. Functions:
(These are examples only; any one position may not include all of the listed examples nor do the listed examples include all functions which may be found in positions of this class.)

1. Develops business solutions to integrate new technology into existing systems.
    a. Defines information requirements.
    b. Determines alternative technologies.
    c. Conducts feasibility analyses.
    d. Designs and participates in implementing solutions.
    e. Meets with agency information systems staff and management.

2. Reviews agency information processing systems to maximize the benefits of information systems resources.
    a. Identifies potential opportunities for improvement.
    b. Integrates functional systems.
    c. Re-engineers business practices.
    d. Analyzes technology trends to assess feasibility for agency projects.

3. Develops standards and guidelines necessary to ensure consistency in the implementation of an agency's information systems strategic plan.

4. Performs other work as assigned.

D. Reporting Relationships:

Typically reports to an agency program manager and provides work direction and technical guidance to agency information systems staff.

E. Challenges:

To research and design new business solutions that utilize state-of-the-art technology to blend with the agency's existing information systems. This involves analyzing new technology and trends while anticipating the long-term information systems needs of the agency.

Typical problems resolved include translating the agency's needs into optimal technical solutions, planning for future technological additions or enhancements, and integrating new technology with existing systems.

F. Decision-making Authority:

Decisions made include determining the availability and feasibility of new technologies, recommending new or revised business practices or procedures, and determining the design and implementation of new information systems.

Decisions referred include final approval of recommendations, changes, and implementation plans.

G. Contact with Others:

Frequent contact with agency information systems staff to discuss potential approaches for new technology integration; and agency management to serve as a resource and expert on information technology integration.

H. Working Conditions:

A typical office environment.

I. Knowledge, Skills, and Abilities:

Knowledge of:
- the functions, operations, and systems within the agency supported; and
- information technology and disciplines, such as networks, distributed computing, application development, methodology, and software engineering.

Ability to:
- conduct research and make recommendations,
- plan and coordinate integration activities,
- maintain effective working relationships, and
- communicate effectively.