



JOB DESCRIPTION

IT Architect

DIVISION: Office of Performance & Information Technology (PIT)	GRADE: IT6
DEPARTMENT: IT Infrastructure & Production Services	WORK DAYS: Annual
REPORTS TO: Executive Director (IT Infrastructure and Production Services)	FLSA STATUS: Exempt
CLASSIFICATION: At-Will	DATE: 6/8/2021

Our Mission: Through a caring culture of equity, trust, and collaboration, every student will graduate ready for college, career, and life.

Our Vision: A high-performing school district where students love to learn, educators inspire, families engage, and the community trusts the system.

Our Guiding Principles: **Equity** in our approach to decision making, **Ethics** to demonstrate our integrity, **Engagement** with our school community, and **Excellence** in everything we do.

POSITION SUMMARY

The Infrastructure Architect develops an enterprise resource planning framework for the effective and efficient use of IT infrastructure to integrate and support overall operations for the District. Directs and is responsible and accountable for the selection, implementation, and integration of infrastructure components impacting the entire organization.

MINIMUM REQUIREMENTS

EDUCATION:

- Bachelor's degree required.

CERTIFICATION/LICENSE:

- Microsoft, IBM, Cisco and related technical certificates preferred.

WORK EXPERIENCE:

- 5 years in Information Technology.
- Experience with a broad range of technologies including network security, next generation firewalls, SIEM, system event logging, email, Windows and VMware preferred.

KNOWLEDGE, SKILLS & ABILITIES

- Analytical thinking.
- Ability to organize work in a precise manner.
- Solves problems using clear logic from problem definition to solution.
- Ability to concentrate for long periods of time, and is relentless in pursuit of meaningful solutions.



- Is able to identify areas where other expertise is required and is willing to be self-directed in gaining knowledge and seeking help.
- Someone at this level is self-motivated, learns quickly, follows instructions precisely, and documents his/her work carefully.

ESSENTIAL DUTIES

- Serves as an Infrastructure Engineer, providing the highest level of technical support, coordination and integration for all Infrastructure systems, including networking, core systems and data center.
- Assesses organizational needs, evaluates hardware, systems, and processes, and makes recommendations.
- Plans, monitors, and provides direction in the integration of systems solutions to the enterprise IT infrastructure, including business need and requirements analysis, selecting tools, and overseeing the implementation and maintenance of such tools.
- Determines appropriate components, methods of implementation, hardware/software requirements, and the level of support required.
- Investigates, reviews, and evaluates new technology solutions for feasibility and compatibility with APS' current systems and strategic plans.
- Develops specifications for material, supplies, equipment, and technology tools.
- Supervises staff by determining priorities and workloads, determines schedules, monitors and evaluates staff and makes hiring and termination recommendations.
- Performs ongoing performance management as required.
- Delivers services in his/her area of responsibility as called upon by IT senior management, in support of the mission and goals of APS.
- Requires regular contact with outside agencies and vendors; may require contact with officials at higher levels. (e.g., auditors)
- Required to have prompt, regular attendance in-person and be available to work on-site, in-person during regular business hours and as needed.
- Performs other duties as assigned by an appropriate administrator or their representative.

PHYSICAL ABILITIES AND WORKING CONDITIONS

The physical abilities, working conditions and other conditions of employment listed in this document are representative of, but are not intended to provide an exhaustive list of the requirements for positions in this classification. In the event of an emergency or situation requiring guidance from Federal, State, or local or school district authorities, the requirements of this position may change temporarily or for the school year to best serve the needs of our students.

Vision: Ability to read small print and view a computer screen for prolonged periods.

Hearing: Ability to tolerate exposure to noisy conditions.

Speech: Ability to be understood in face-to-face communications, to speak with a level of proficiency and volume to be understood over a telephone or computer.

Upper Body Mobility: Ability to use hands to grasp, and manipulate small objects; manipulate fingers, twist and bend at wrist and elbow; extend arms to reach outward and upward; use hands and arms to lift objects; turn, raise, and lower head.

Strength: Ability to lift, push, pull and/or carry objects which weigh as much as 5 or more pounds on a frequent basis. Incumbent may be required to physically restrain parties involved in a conflict.



Environmental Requirements: Ability to encounter constant work interruptions; work cooperatively with others; work independently; work indoors.

Mental Requirements: Ability to read, write, understand, interpret and apply information at a moderately complex level essential for successful job performance; math skills at a high school proficiency level; judgement and the ability to process information quickly; learn quickly and follow verbal procedures and standards; give verbal instruction; rank tasks in order of importance; copy, compare, compile and coordinate information and records. Understand how to manage stress.

Remote Work Requirements:

Additional Work Conditions & Physical Abilities: Ability to be flexible and adapt as needed between various in-person working environments.

The Atlanta Public School System does not discriminate on the basis of race, color, religion, sex, citizenship, ethnic or national origin, age, disability, medical status, military status, veteran status, marital status, sexual orientation, gender identity or expression, genetic information, ancestry, or any legally protected status in any of its employment practices, educational programs, services or activities. Reasonable accommodations may be made to enable individuals with disabilities to perform essential duties.

This job description is intended to accurately reflect the duties, responsibilities and requirements of the position. It is not intended to be and should not be construed as an all-inclusive list of all the responsibilities, skills, or working conditions associated with the position. Management and administration reserves the right to modify, add, or remove duties and assign other duties as necessary.