



## **SENIOR SYSTEM INTEGRATOR**

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### **Scope of Responsibility**

- The Senior System Integrator performs implementation of integrated systems and associated workflow processes for the Administrative Office of the Courts Judicial Information Systems.
  - Reports to an Information Technology Manager, and is responsible for integration of applications into the Judicial Information System (JIS) systems. May perform lead worker duties if assigned in writing by Division Director.
  - Work at the senior level is performed independently with decision-making responsibility commensurate with the technical expertise required of the position. Work products are expected to be of the highest quality, and utilized to review and evaluate the technical work products of lower level system integrators.
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### **Essential Activities**

- The Senior System Integrator is highly proficient, and utilizes considerable advanced expertise in the use and configuration of various AOC application software products to the requirements of the user community utilizing those software products. The Senior System Integrator will exercise a high level of expertise in:
  - ✓ Applicable business processes
  - ✓ Report production techniques
  - ✓ User interface configuration
  - ✓ Work flow integration
  - ✓ Data Quality assurance procedures and techniques
  - ✓ Non-standard application product integration
  - ✓ Use of internal work and project tracking tools and procedures
  - ✓ A full understanding of the court system in Washington State at all levels
  - ✓ Working with end-users, developing problem determination and resolution techniques and procedures
  - ✓ Project Management fundamentals, practices, and techniques
  - ✓ Management of Information Technology professionals

- May perform lead duties for a workgroup as designated in writing by Division Director. Lead duties include overseeing daily staffing levels and operations, planning and balancing workload, providing basic training for assigned duties, instructing and monitoring work product and quality, maintaining leave calendar and approving routine leave requests, resolving procedure or workflow conflicts, providing input to supervisor regarding managerial issues, and informing the supervisor of needs, issues and concerns.
  - Performs other work as assigned.
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### Key Competencies

- Possess a high level of expertise in:
  - ✓ Microsoft Office Word, Excel, and PowerPoint
  - ✓ Microsoft Visio
  - ✓ Microsoft Project or the equivalent
  - ✓ Quality Assurance methodologies
  - ✓ Application programming fundamentals
  - ✓ General business practices and procedures
  - ✓ General accounting practices and procedures
  - ✓ Methodologies and principles of Business Process Engineering (BPE / BPM)
  - ✓ Principles of Change Management
  - ✓ Packaged application systems featuring a high level of configurability to end-user requirements
  - ✓ Project Management methodologies and procedures
  - ✓ Data Exchange and Data Warehousing
  - ✓ Best Practices for Data Security
  - ✓ General knowledge of the fundamentals of Enterprise Architecture
- Highly proficient in the technical or administrative tasks as required in the "Statement of Work" assigned to the position.
- Highly competent in the ability to self-initiate in the performance of work, utilize analytical and problem solving skills, and clearly articulate ideas on topics, problems, and business issues, both verbally and in writing.
- Ability to learn new concepts and skills, as well as absorbing and retaining new information.
- Ability to multi-process information and to adjust priorities within workload assignments, based on business need and/or direction from senior staff or management.
- Ability to manifest positive professionalism qualities that include, but are not limited to:

- ✓ a strong “service centric” attitude to internal and external parties,
  - ✓ a respectful and polite attitude,
  - ✓ understanding of “working together as a team” to achieve common goal(s),
  - ✓ a strong work ethic reflected by producing a quality work product.
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### Qualifications and Credentials

A bachelor’s degree in Information Technology, **OR** closely allied field; **AND**

- A minimum of 8 (Eight) years of experience working in a complex information technology environment.
- Direct experience with a major systems integration effort.

A combination of education and experience that demonstrates a working knowledge of the functions and typical work of the Senior System Integrator may substitute for qualification requirements listed.

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### **SALARY RANGE: 70**

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- Workweek may fluctuate depending on workload or agency need.
- Overnight travel may be required based on business need.
- This position is not covered under the Fair Labor Standards Act (FLSA).

**5/07 Established**  
12/08 Revised Min Quals  
2/12 Revised Activities