**Platform Architect Standard Job Description**

**Classification Title:** Platform Architect

**FLSA Exemption Status:** Exempt

**Pay Grade:** Commensurate

**Job Description Summary:**

The Digital Platform Program Architect creates and manages the technical architecture for Digital Platforms. This includes user experience design and implementation, component technology choices, implementation execution, performance, security including cybersecurity, and scaling considerations. Is an operational companion to the Program Manager to ensure technical oversight regarding budgets and schedules of the Digital Platforms that demonstrate, deliver, and operationalize synergy between Digital Health and other domains such as Emergency Management.

**Essential Duties and Tasks:**

**30% Technical Architecture and Design**

* Identifies, assesses, and drives the technical agenda for consummating partnerships that bring added value to key stakeholders.
* Develops plans to include real-time visibility and technical recovery plans of execution metrics associated with the creation of features, the correction of defects, and the elimination of technical debt and risk that feed into overall program metrics.

**25% Cross-Functional Collaboration**

* Creates and communicates technical Program status to all technical stakeholders
* Conceives and drives technical alignment between and across stakeholders in Digital Health and other domains, yielding a synergistic common operating picture for state-of-the-art digital health and cross domain users.

**20% Project Management and Oversight**

* Establishes and coordinates technical activities across to support implementation projects for Digital Platforms.

**5% Technical Integration and Innovation**

* Seeks out, implements, and drives technical integration of new capabilities that advance and evolve Digital Platforms.

**20% Duty Title (for the department's use)**

* Remaining Percentage Can Be Determined by Department to Meet Business Needs or Can Be Incorporated into Percentages Above.

**Required Education and Experience:**

* Bachelor’s degree in relevant field or equivalent combination of education and experience.
* Eight years of related experience.

**Required Licenses and Certifications:**

* None

**Required Knowledge, Skills, and Abilities:**

* Knowledge of computers and digital platforms.
* Skills in problem-solving and analysis.
* Skills in interpersonal and written communication.
* Ability to multitask and prioritize responsibilities.
* Ability to manage groups and projects.

**Machines and Equipment:**

* Computer: 30 hours
* Phone: 5 hours

**Physical Requirements:**

* None

**Other Requirements and Factors:**

* This role may require working outside of standard office hours, including evenings, weekends, and holidays, to support the demands of technology services and ensure the seamless operation of essential systems.

**Is this role ORP Eligible? If so, it needs to meet the criteria on the** [**Rules and Regulations of the Texas Higher Education Coordinating Board**](https://reportcenter.highered.texas.gov/reports/data/user-friendly-version-of-ch-25/)**.**

**Yes**

**No**

**Does this classification have the ability to work from an alternative work location?**

**Yes**

**No**