 **Systems Engineer IV Standard Job Description**

**Classification Title:** Systems Engineer IV

**FLSA Exemption Status:** Exempt

**Pay Grade:** 78

**Job Description Summary:**

The Systems Engineer IV, under general direction, collaborates with other Systems Engineers and IT personnel to define technology problems and solutions. Provides leadership and oversight both highly advanced and complex technical projects or business issues requiring state of the art technical or industry knowledge.

**Essential Duties and Tasks:**

**35% Design, Development, and Execution**

* Provides leadership and oversight for the design, development, and execution of hardware and software solutions to address complex business problems.
* Leads handoff of solutions to operational teams and ensures knowledge transfer is conducted.
* Ensures requirements are met and evaluates performance.

**20% Leadership**

* Provides leadership to other Systems Engineers and IT personnel in the planning and designing of systems infrastructure.
* Provides leadership, guidance, and mentorship to other Systems Engineers or other IT personnel to understand application improvements and plans for change.

**15% Monitoring and Security**

* May oversee the coordination efforts for the support for security patching and compliance for IT systems.
* Oversees the implementation of best practices and follows proper security controls for system security and data backups when designing new systems and making improvements to existing systems.
* Oversees the monitoring of the performance of systems and suggests improvements.

**5% Consultation and Documentation**

* Ensures the accuracy and effectiveness of the system to meet business/customers' requirements.
* Leads the creation of system related documents/reports including installation procedures, control documents, and test plans.

**5% Testing and Repair**

* Works with other vendors and IT personnel for any problem resolutions required.

**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.

**Qualifications**

**Required Education:**

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

**Required Experience:**

* Eight years of related experience.

**Required Licenses and Certifications:**

* None

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

* Ability to multitask and work cooperatively with others.

**Additional Information**

**Machines and Equipment:**

* Computer
* Phone

**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.
* This position is security sensitive.
* This position requires compliance with state and federal laws/codes and Texas A&M University System/TAMU policies, regulations, rules and procedures.
* All tasks and job responsibilities must be performed safely without injury to self or others in compliance with System and University safety requirements.

**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**

[x]  **No**

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

[ ]  **Yes**

[x]  **No**