

Nothing in this job description restricts management's right to assign or reassign duties and responsibilities to this job at any time.

DUTIES Serves as an Enterprise Architect for the Metropolitan Washington Airports Authority (Airports Authority) in the Office of Technology (Office) creating a platform roadmap, technical architecture, and implementation design and development of the Airports Authority's Infrastructure, Applications, and Enterprise Technology Integration solutions. Ensures the Office of Technology's objectives are aligned with the Airports Authority's business goals. Performs related functions.

In collaboration with the Vice President of Technology, other executives and key staff throughout the Airports Authority and through consultants and Office staff, or personally:

--Interfaces within and across multiple Airports Authority Offices (e.g., Technology, Communications, Finance, Business Administration, Human Resources, etc.) and develops a comprehensive understanding of the Airports Authority's business needs for Infrastructure, Applications, and Enterprise Integration to deliver an enterprise strategy that allows the Airports Authority business and IT/technology strategies to cohesively enable and drive each other and achieve a competitive advantage through information technology/technology.

--Operates across disparate and distinct business functions to drive common approaches and expose information assets and processes across the enterprise to deliver an architecture that supports the most efficient and secure IT environment to meet the Airports Authority's business needs.

--Leads the evaluation of technical requirements to meet defined business needs: reviewing and correcting project direction, approach and key artifacts; directing early solution consideration around gaps/risks, including the effective engagement of critical stakeholders; evaluating options and subsequently presenting, educating, and guiding the requesting business unit in making the right choice; identifying and pro-actively managing the risk areas; and committing to seeing an issue through to complete resolution.

--Works with the Cyber Security, Technology Operations, Applications Development, Business Innovation, and Program Support Divisions of the Office in planning and implementing the enterprise architecture, including both short and long term strategies for retiring or consolidating legacy systems, integrating existing systems, and implementing new systems.

--Reviews the risks associated with information, IT, and technology assets and works to ensure the Airports Authority's assets are secure through the development of appropriate standards, policies and procedures and a comprehensive computer network defense (CND) for all Airports Authority systems and domains.

--Works within the Office to ensure that the Office uses service-oriented architecture (SOA) approaches toward application integration; software quality and reusability are key; and that applications/systems are built with quality and with reuse in mind.

--Researches and recommends alternative approaches and designs to management and Airports Authority senior leadership. Serves as the promoter of the architectural vision, strategy, standards, and principles to internal staff, customers, and throughout the Airports Authority working in the technical aspects of customer, colleague, and partner engagement leading to the successful delivery of enterprise desktop, cloud, and/or mobile solutions, including enterprise integrations leveraging middleware tools and platforms, as appropriate.

--Builds relationships with business partners, internal and external, and contributes to broader goals and growth beyond the scope of the implementation of a single architect solution. Responsible for: front and backend solution architecture, development and release management strategies, change management, and hands-on leadership in designing solutions that meet or exceed Airports Authority needs.

--Directs and mentors diverse teams of resources in the technical delivery of new enterprise architecture/visions. This will be especially complex in scenarios where the Enterprise Architect does not have direct authority over all resources and must carefully consider communication strategies, executive influence, differing or conflicting goals, and other similar non-technical challenges.

--Prepares or reviews written materials, including routine correspondence and instructions, non-routine technical issues, one-time business justifications, etc. Prepares and presents formal briefings and presentations to the Board, Board Committees, Airports Authority's senior executive staff and applicable Federal departments/agencies (e.g., the US Department of Transportation and the Federal Aviation Administration), airport industry groups, aviation industry groups, as applicable, regarding proposed architecture/solutions, etc.

--Maintains an up-to-date awareness of technological advances to help predict how management can meet future requirements in its effort to align business goals and the IT infrastructure that supports the business and helps achieve those goals (e.g., defining and driving the Airports Authority's social enterprise vision and strategy with current and emerging technologies).

--Communicates and interacts effectively with internal and external business contacts including, but not limited to, other members of the unit/team, other Airports Authority employees (such as senior leadership, managers, supervisors, professionals, and support staff), external auditors, consultants, Federal regulators, investment firms, vendors and suppliers to exchange routine and non-routine information about assigned functions, to make formal presentations, to collaborate and coordinate fully, and to perform other functions.

--Uses a computer for various office suite applications (email, scheduling, word processing, spreadsheets, graphics, flow charting, etc.), Enterprise Resource Planning (ERP) applications, etc., with emphasis on spreadsheet and presentation applications. May use specialized statistical software.

--Uses a sedan or similar vehicle to travel to meetings, work sites, etc., landside and, if required, airside.

--*Performs other duties as assigned.*

Critical features of this job are described under the headings below. They may be subject to change through reasonable accommodation or otherwise.

MINIMUM QUALIFICATIONS (MQs)

To be rated qualified for this job, an applicant must meet both of the MQs listed below at the time of vacancy announcement closure.

1. A Bachelor's Degree in Computer Science, Information Technology, or a field providing a strong foundation for successful performance of the DUTIES in this job description, or an equivalent combination of education, experience and training totaling four years.
2. Ten years of progressively responsible experience in IT/technology that includes substantive work in the range of DUTIES in this job description. These ten years of experience (or master's degree with eight years of experience) must include all of the following:
 - a. Three years as Enterprise Architect providing knowledge of technical architecture, and implementation design and development of the Enterprise Infrastructure, Applications, or Enterprise Integration solutions.
 - b. Experience successfully implementing one or more enterprise technology solutions (e.g., Infrastructure optimization, Application consolidation, and Enterprise Technology Integration), operational excellence, and/or continuous improvement initiatives.
 - c. Experience defining and delivering enterprise applications in a technical and technical oversight/leadership role, including experience evaluating and optimizing the user experience with technology as a key aspect of the project's success.
 - d. Experience indicating the ability to analyze, design, and optimize Infrastructure, Applications, and Enterprise Integration solutions, including leadership in guiding customers and colleagues in rationalizing and deploying emerging technology for business use cases.

PREFERRED QUALIFICATIONS

The qualifications listed below (if any) are preferred and may be considered in the selection process, but they are not required to be rated qualified for this job.

1. A Master's Degree in Business Administration or a related field, providing a strong foundation for successful performance of the DUTIES in this job description.
2. Enterprise architecture experience in the transportation industry and, in particular, with an airport and/or a toll road.

3. Knowledge of key collaboration concepts including data center consolidation, network convergence, application consolidation, enterprise service bus deployment, enterprise integration implementation, website integration with CRM, content management system rollout, unified messaging, unified communication architecture; communication enabled business processes, enterprise mobility, and integrated solutions.

KNOWLEDGE, SKILLS, ABILITIES AND OTHER FACTORS (KSAOs)

The following KSAOs are required for successful performance of this job and are a basis for rating and ranking applicants who are found to meet the MQs. *Local, Federal, airport industry or Airports Authority specific bodies of knowledge listed below may be acquired on the job, typically; ability to rapidly acquire them is required at the time of vacancy announcement closure.*

1. Knowledge of a wide range of IT principles, concepts, and methods including system architecture, integration techniques, and testing methods to review existing IT structure, encapsulate its weaknesses, strengths, and potential to create enterprise architecture plans that align the Airports Authority's business goals and the IT infrastructure such that the IT infrastructure supports the business and helps achieve those goals.
2. Knowledge of business, business management, business planning, and operational process analysis and flow process analysis techniques, such as business intelligence gathering and assessment and linear programming, simulations, and other quantitative and non-quantitative analyses, to analyze inter- and intra-organizational programs/operations/services to identify duplications, overlaps, shortcomings, options for improvement, innovation, etc., as well as knowledge of strategic business planning for competitive advantage, altogether to create enterprise architecture plans that support the Airports Authority's business strategies.
3. Skill to analyze complexities of existing technology, review/revise/develop policy, initiate plans for enhancements, and provide management at all levels sufficient technical and cost analysis information, through written documentation and oral briefings, to render informed judgments.
4. Skill in problem solving to select, organize and logically process relevant information (verbal, numerical or abstract) to solve a problem. This includes skill in recognizing subtle aspects of problems, identifying relevant information and making balanced recommendations and decisions that may significantly influence Airports Authority strategic business plans/operations. Examples include (a) skill in applying a variety of quantitative and qualitative techniques to assess existing IT/technology structure against the Airports Authority's business plan, (b) skill in interpreting the impact of dynamics of changes in demography, economics, technology, regulations and other factors on business opportunities, and (c) skill in advising and assisting managers and key staff in applying business planning processes to improve yields in their own functional domains.

5. Interpersonal skills to interact effectively with business contacts in a business like, customer service-oriented manner.
6. Skill in oral communication to understand verbal information (including facts, assertions and arguments) and to express such information verbally so that others will understand and, at times, be convinced or persuaded. This includes skill in encouraging effective oral communication by others such as Office staff (having technical problems) and non-technical business contacts (having technical questions about strategic business planning), and skill in making formal presentations to groups with diverse backgrounds and perspectives.
7. Knowledge of the Airports Authority's policy and planning formulation process along with its missions and objectives to prepare new or changes to existing IT policies and plans.
8. Knowledge of Airports Authority organization structure, operations, key programs and projects, especially air service development issues/initiatives and capital improvement programs/projects, financial programs, Dulles Toll Road operations, and the Airport Use Agreement and Premises Lease, to identify programmatic/operational/financial implications for strategic planning and other purposes.
9. Skill in written communication to understand written information (including facts, assertions and arguments), draw inferences, form hypotheses and develop logical arguments, and to express such information in writing so that others will understand and, at times, be convinced or persuaded. This includes skill in reviewing the written work of others (such as consultants) to resolve discrepancies in reports, skill in overseeing the development and documentation of policies and procedures, and skill in preparing or reviewing memoranda/letters.
10. Skill in using a computer and modern office productivity software for communicating, planning, scheduling, preparing spreadsheets and analyzing data, word processing, presentations, etc., and in using specialized software (such as ERP system modules, including financial applications) to collect and analyze financial and non-financial data.

RESPONSIBILITY Serves as an Enterprise Architect Airports Authority-wide with the full range of enterprise architecture responsibilities. Work has significant impact on the strategic success of the Airports Authority in its Aviation Enterprise and its Dulles Corridor Enterprise in terms of a secure, integrated IT infrastructure that supports the business and helps achieve its goals.

Reports to the Vice President of Technology (Supervisor). Most work flows to the incumbent as a result of assigned functions and processes. Other work typically results from changes in the internal and external business environments (such as regulations/standards, funding streams, capital improvement projects and business opportunities), which require proactive or reactive responses to identify issues, solve problems, make recommendations, take action, etc. The Supervisor provides broad objectives and policy guidance for any recurring assignments and, in consultation with the incumbent, brief instructions and time frames for special projects. Most work is accomplished independently. The incumbent collaborates with and keeps the Supervisor informed and typically elevates only highly complex or highly sensitive issues for assistance in

resolution; work is authoritative and initiative is expected. Work is typically reviewed in terms of quantity, quality, timeliness, customer service, teamwork adherence to guidelines, and other factors, including specific performance management requirements. Special projects are usually reviewed only at milestones for effectiveness of project management and, once implemented, for overall impact.

Guidelines and references include the Airport Use Agreement and Premises Lease, capital improvement programs of the Aviation Enterprise and Dulles Corridor Enterprise, generally accepted principles of strategic business planning, Open Group Certified Architect (Open CA) certification, Zachman certification, The Open Group Architecture Framework – TOGAF, Information Technology Infrastructure Library (ITIL), etc. The incumbent uses judgment in aligning technology with business strategy, and for analyzing the Airports Authority's structure and draw viable conclusions in terms of the overall direction it should be headed to achieve four distinct milestones: effectiveness, efficiency, agility and durability.

EFFORT The work is primarily sedentary. Incumbent may sit for extended periods while performing desk work. Regularly uses a computer and calculator to review existing and planned IT/technology information and strategies and perform other functions. Exchanges information by telephone and email often. Typically exerts light physical effort in opening and closing file drawers, retrieving files and otherwise moving about to obtain or distribute work materials. Regularly reviews Airports Authority operational and financial reports containing small print. In driving, safely operates vehicle using judgment based on weather, traffic and other factors.

WORKING CONDITIONS Works in an adequately lighted, ventilated and temperature-controlled office setting. Is subject to job pressures from the dynamics of high-visibility work.

OTHER SIGNIFICANT JOB ASPECTS None