CalSAWS Job Description

CALSAWS POSITION: **APPLICATION DEVELOPMENT MANAGER**

OFFICIAL CLASSIFICATION: **INFORMATION TECHNOLOGY MANAGER I**

SALARY RANGE
Salary determined by Employer

JOB DESCRIPTION

The Development Manager reports to the Application Development & Test Director. The Development Manager is responsible for managing staff and resources that provide comprehensive information technology programs and services for business users. This position requires a high degree of professional information technology knowledge as well as a broad range of management skills including organizational design, strategic planning, budgeting and personnel management. Work focus is on effective management and integration of customer, staff and project relationships and results.

Establishes performance requirements and personal development targets for assigned staff and monitors and evaluates performance. Provides coaching for performance improvement and development.
Assesses skill gaps and provides training to ensure skills stay current with the technology requirements for current and future work assignments. The Application Development and Test team supports the design, build, test and implementation phases of the CalSAWS Software life-cycle.

Under direction of the Application Development & Test Director, the Development Manager plans, organizes and directs the activities of Development Business Analysts, providing effective technology programs and services to support achievement of project and Consortium objectives. The Development Manager assists with analysis, recommendations for corrective actions, and resolutions of problems within the software application. Also, the Development Manager will review and validate requirements and design, provide guidance and clarification to the vendor and Application Development Team, identify issues that may impact the design or other functional areas.

RESPONSIBILITIES

- Contributing to design, development and/or review of work products and deliverables including:
    - Application Development Status;
    - Detail Design Feedback;
    - Deployment: Readiness Feedback and Complete Input;
    - Final Acceptance Input;
- Planning, organizing, managing, integrating and evaluating the work of a division/section with subordinate supervisors and/or staff;
- Managing and/or supervising and participates in the design and development of business requirements for specific functionality in requirements validation and design sessions;
- Working with the Application Development Vendor Project Team to determine the appropriate level of automation necessary to support the required application changes;
- Working with the teams to coordinate staff input into the design of the key system changes;
- Facilitating strong cross-team coordination, communication and collaboration; and
- Representing the programmatic needs of the entire user community and providing guidance and input from a user perspective.

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DESIRABLE SKILLS AND CAPABILITIES

Candidates of this position should have applicable experience, skills, and capabilities to perform the following functions and activities:

- Working knowledge of public assistance programs and state policy as it relates to SAWS;
- Strong analytical and problem-solving skills;
- Strong organizational, management and leadership abilities; and
- Demonstrated ability to lead a team through various project stages.

QUALIFICATIONS AND REQUIREMENTS

MINIMUM QUALIFICATIONS

TRAINING AND EXPERIENCE

Graduation from an accredited college with a bachelor's degree in Computer Science, Information Systems, or a closely related field, and four (4) years of progressively responsible, full-time, paid experience in a centralized Information Technology organization performing information systems analysis and design, application development, network administration or operating systems analysis; one (1) year must have been in a supervisory capacity. -OR- One (1) year of experience at the level of Los Angeles County class of Information Technology Supervisor, Principal Information Systems Analyst, Principal Application Developer, Principal Operating Systems Analyst, or Principal Network Systems Administrator. -OR- Six (6) years of progressively responsible, full-time, paid experience in a large complex information systems program with at least two (2) years functioning in a supervisory capacity.

LICENSE

A valid California Class C Driver License or the ability to utilize an alternative method of transportation when needed to carry out job-related essential functions.

PHYSICAL CLASS

2 - Light.

OTHER REQUIREMENTS

N/A

SPECIALTY REQUIREMENTS

N/A