



## INFORMATION TECHNOLOGY PROFESSIONAL SERVICES DESCRIPTIONS

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### SENIOR PROJECT MANAGER

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Position represents an individual qualified to provide technical and management guidance for multiple projects, complex solutions, or enterprise wide projects. Responsibilities include formulating work standards, assigning of work schedules, and the review work discrepancies. Supervise personnel, and communicate policies, purposes, and goals of the organization. Responsible for coordinating all project administrative matters and provide leadership for project objectives. Provides technical support to all tasks as a contributor. Responsible for the overall performance.

#### Primary Functions

- Evaluate project resources to determine proper technical assignment.
- Manage the resources assigned to the project.
- Manage the project in accordance with the Project Plan, making any relevant adjustments during the course of the project.
- Provide leadership guidance for project objectives.
- Establishing realistic expectations, and communicating in a timely manner with all clients about any deviation from the project plan.
- Establishing and reporting risk factors for enterprise or complex projects.
- Ensuring that quality is achieved during a project or trail.
- Ensuring that an appropriate architecture is produced and adhered to for each project.
- Ensure that resources assigned to the project account for their time as identified by the project.

#### Requirements

A Senior Project Manager will have a Bachelor Degree with a minimum of six (6) years of experience in Project Management with PMI/PMP Certification. Minimum Education: Bachelor's Degree. Four (4) years of Project Management experience may be substituted for the Bachelor Degree requirement

### SENIOR ARCHITECT

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Position represents a senior individual fully qualified to provide technical guidance, consultation, and direction on the broadest range of data processing application, environments, and systems. Provides innovative technical expertise in the design and development of a broad range of software systems and services, often serves as the chief systems architect in a systems development environment or as a direct consultant to a business client. Provides guidance and recommendations on interoperability for dependencies when utilizing a multiple solution approach or possesses specific expert knowledge of the internal data and processing of the systems architecture.

#### Primary Functions

- Acts as an internal/external technical consultant and reference source.
- Define high-level and low level architecture for proposed solutions.
- Create detailed architecture for implementation project.
- Provided architect and design for interoperability and interdependencies of multi solution efforts.
- Provide expert knowledge of internal structures and processes of designed systems.
- Provided QA review of design to be used for a client implementation.
- Mentoring architects and consultants on with advanced techniques when architecting a solution.
- Monitors/measures performance characteristics of software or services.
- Advises technical personnel on the conceptualization, development, implementation, and packaging software.
- Communicates current innovations and trends in software development to technical staff.
- May serve as chief architect for large or complex systems development.
- Conceptualizes and develops proposed solutions to business problems and client requirements.



## Requirements

A Senior Architect will have a Bachelor Degree with a minimum of nine (9) years of experience in IT. Minimum Education. Bachelor's Degree. Four (4) years of IT experience may be substituted for the Bachelor Degree requirement

## ASSOCIATE CONSULTANT

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Position represents individuals who work under direct supervision of more senior, experienced implementation personnel modifying and maintaining operating systems environment software, including operating systems, system utility routines, and programmer productivity tools. May also work as part of a development team developing system level routines and utilities.

### Primary Functions

- Install, modify, maintain, develop and document straightforward operating systems environment software for computer systems
- Implements solutions for clients under the direction of the Project Manager in accordance with the project plan.
- Install, document, and maintain basic level software obtained from users.
- Diagnose production operating systems environment problems and reports them to supervisor.
- Develop exit routines, code, test and debug same within range of responsibility and under supervision.
- Resolves routine operating systems environment software problems.

## Requirements

An Associate Consultant will have:

- Associate Degree with a minimum of one (1) year of experience in IT.
- Minimum Education: Associate Degree. Two (2) years of IT experience may be substituted for the Associate Degree requirement.
- The Associate Consultant supports all CA Technologies, Products, and Services efforts.

## CONSULTANT

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Position represents a very senior individual fully qualified to provide technical guidance, consultation, and direction on the broadest range of data processing application, environments, and systems. Provides innovative technical expertise in the design and development of a broad range of software systems and services, often serves as the chief systems architect in a systems development environment or as a direct consultant to a business client.

### Primary Functions

- Acts as an internal/external technical consultant and reference source.
- Monitors/measures performance characteristics of software or services.
- Advises technical personnel on the conceptualization, development, implementation, and packaging software.
- May prepare and present internal technical seminars.
- Plans strategies for improvement of software and services.
- Communicates current innovations and trends in software development to technical staff.
- May assist in coordination of education and documentation.
- May serve as chief architect for large or complex systems development.
- Conceptualizes and develops proposed solutions to business problems and client requirements.
- Develops technical papers and business/technical proposals in response to client or management requests.



## Requirements

A Consultant will have:

- Bachelor Degree with a minimum of four (4) years of experience in IT.
- Minimum Education: Bachelor's Degree. Four (4) years of IT experience may be substituted for the Bachelor Degree requirement.
- The Consultant supports all CA Technologies, Products, and Services efforts.

## SENIOR CONSULTANT

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Position represents an individual of the highest technical skill and experience over a broad range of disciplines, environments, and applications within the data processing industry; or, the individual may possess unique skills and highly technical experience in a narrow field of data processing, that is, a specialist of the highest technical caliber. Provides assistance and recommendations to management and clients on a broad range of data processing, business, or technical related topics pertaining to the architectural design and development of applied systems and software services.

### Primary Functions

- Analyzes corporate level data requirements and provides related data modeling.
- Reviews proposed applications development plans.
- Evaluates system design approaches.
- Conducts hardware/software comparative evaluations.
- May be a general technical trouble shooter.
- Acts as consultant in studying and recommending actions on a wide variety of technical areas, providing guidance to customer management.
- Communicates current innovations and trends in software development to staff.
- Researches and develops the architectural design to guide innovative software development.
- Technical consultant and reference source.
- Evaluate and audit computer center and systems operations.

## Requirements

A Senior Consultant will have:

- Bachelor Degree with a minimum of six (6) years of experience in IT
- Minimum Education: Bachelor's Degree. Four (4) years of IT experience may be substituted for the Bachelor Degree requirement.
- The Senior Consultant supports all CA Technologies, Products, and Services efforts.

## PROJECT MANAGER

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Position represents an individual qualified to provide technical and management guidance. Responsible for formulating work standards, assigning of work schedules, and the review work discrepancies. Supervise personnel, and communicate policies, purposes, and goals of the organization. Responsible for coordinating all project administrative matters. Provides technical support to all tasks as a contributor. Responsible for the overall performance.

### Primary Functions

- Evaluate project resources to determine proper technical assignment.
- Manage the resources assigned to the project.
- Manage the project in accordance with the Project Plan, making any relevant adjustments during the course of the project.



- Establishing realistic expectations, and communicating in a timely manner with all clients about any deviation from the project plan.
- Ensuring that quality is achieved during a project or trail.
- Ensuring that an appropriate architecture is produced and adhered to for each project.
- Ensure that resources assigned to the project account for their time as identified by the project.

## Requirements

A Project Manager will have:

- Bachelor Degree with a minimum of four (4) years of experience in Project Management with PMI/PMP Certification
- Minimum Education: Bachelor's Degree. Four (4) years of Project Management experience may be substituted for the Bachelor Degree requirement.
- The Project Manager supports all CA Technologies, Products and Services efforts.
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## ARCHITECT

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Position represents a senior individual fully qualified to provide technical guidance, consultation, and direction on the broadest range of data processing application, environments, and systems. Provides innovative technical expertise in the design and development of a broad range of software systems and services, often serves as the chief systems architect in a systems development environment or as a direct consultant to a business client.

### Primary Functions

- Acts as an internal/external technical consultant and reference source.
- Define high-level architecture for proposed solutions.
- Create detailed architecture for implementation project.
- Provided QA review of design to be used for a client implementation.
- Mentoring consultants on how to create architecture.
- Monitors/measures performance characteristics of software or services.
- Advises technical personnel on the conceptualization, development, implementation, and packaging software.
- Communicates current innovations and trends in software development to technical staff.
- May serve as chief architect for large or complex systems development.
- Conceptualizes and develops proposed solutions to business problems and client requirements.

## Requirements

An Architect will have:

- Bachelor Degree with a minimum of seven (7) years of experience in IT.
- Minimum Education: Bachelor's Degree. Four (4) years of IT experience may be substituted for the Bachelor Degree requirement
- The Architect supports all CA Technologies, Products, and Services effort.



INFORMATION TECHNOLOGY PROFESSIONAL SERVICES RATES

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LABOR CATEGORY	HOURLY RATE
Senior Project Manager	\$208.82
Senior Architect	\$242.82
Associate Consultant	\$113.35
Consultant	\$170.03
Senior Consultant	\$193.70
Project Manager	\$193.70
Architect	\$227.71