



MANAGING CONSULTANT

Characteristics of Work

Incumbents in this job family are responsible for designing, implementing, and maintaining new applications systems and upgrading and/or maintaining existing systems. Individuals in this role typically specialize in either a functional or user area of organization and provide consultative assistance in the analysis and design of systems for the function/user. Managing Consultant is a leadership level. Incumbents are responsible for large, complex information technology projects/roles, with responsibility for significant budget and staff resources. Examples of this role include: State Project Manager of multi-year, multi-million dollar, mission critical application development projects or acting IT Director of large, complex state agencies.

Examples of Work

Examples of work performed in this classification include, but are not limited to, the following:

Functions as project manager for large, complex projects involving multiple agencies or technical disciplines.

Fills role of Acting IT Director for large state agency.

Directs and has accountability for mission-critical statewide projects with significant budget and staffing responsibilities.

Provides subject matter expertise in project management, innovative methodologies, and/or specific complex applications.

Performs related or similar duties as required or assigned.

Essential Functions

Additional essential functions may be identified and included by the hiring agency. The essential functions include, but are not limited to, the following:

1. Interfaces with agency directors concerning innovative solutions and enhancements to meet State/agency objectives.
2. Functions as a project leader for large, complex initiatives defining and implementing solutions that fulfill statewide and agency needs.
3. Performs "Acting IT Director" role when needed.

Minimum Qualifications

These minimum qualifications have been agreed upon by Subject Matter Experts (SMEs) in this job class and are based upon a job analysis and the essential functions. However, if a candidate believes he/she is qualified for the job although he/she does not have the minimum qualifications set forth below, he/she may request special consideration through substitution of related education and experience, demonstrating the ability to perform the essential functions of the position. Any request to substitute related education or experience for minimum qualifications must be addressed to the State Personnel Board in writing, identifying the related

education and experience which demonstrates the candidate's ability to perform all essential functions of the position.

Physical Requirements: These physical requirements are not exhaustive, and additional job related physical requirements may be added to these by individual agencies on an as needed basis. Corrective devices may be used to meet physical requirements.

Light Work: May frequently walk or stand and/or frequently exert force equivalent to lifting up to approximately 10 pounds and/or occasionally exert force equivalent to lifting up to approximately 20 pounds.

Vision: Requires the ability to perceive the nature of objects by the eye.

Near Acuity: Clarity of vision at 20 inches or less.

Midrange: Clarity of vision at distances of more than 20 inches and less than 20 feet.

Far Acuity: Clarity of vision at 20 feet or more.

Depth Perception: Three-dimensional vision. Ability to judge distance and space relationships so as to see objects where and as they actually are.

Accommodation: Ability to adjust focus.

Speaking/Hearing: Ability to give and receive information through speaking and listening skills.

Motor Coordination:

While performing the duties of this job, the incumbent is regularly required to sit; use hands to finger, handle or feel objects, tools or controls; and reach with hands and arms. The incumbent is frequently required to stand; and walk. The incumbent is occasionally required to climb or balance; and stoop, kneel, crouch, or bend.

Experience/Educational Requirements:

Education:

A Bachelor's Degree from an accredited four (4) year college or university in computer science, data processing, business information systems, or a related field;

AND

Experience:

Ten (10) years of directly related experience.

OR

Education:

An Associate's Degree in Applied Science in a Technical Program in an area of information technology approved by the IT Professional Development Committee;

AND

Experience:

Ten (10) years of directly related experience.

OR

Education:

An Associate's Degree from an accredited two (2) year college in computer science, data processing, business information systems, or a related field;

AND

Experience:

Twelve (12) years of directly related experience.

OR

Education:

Graduation from a standard four (4) year high school or equivalent (GED);

AND

Experience:

Fourteen (14) years of directly related experience.

Substitution Statement:

Above graduation from a standard four-year high school or equivalent (GED), related education, and directly related experience may be substituted on an equal basis.

Possession of an Institute for Certification of Computer Professionals certificate based on the successful completion of an examination may be substituted for one (1) year of the required experience. Certificate must be attached.

Interview Requirements

Any candidate who is called to an agency for an interview must notify the interviewing agency in writing of any reasonable accommodation needed prior to the date of the interview.