

JOB DESCRIPTION

Job Title: IT Architect II
Working Title: IT Architect II, ERP
FLSA Status: Exempt
Salary Grade: 10

PURPOSE OF POSITION

The IT Architect II, ERP will apply functional expertise to ensure increased productivity, efficiencies, and to resolve issues to support the business user. The IT Architect position works under minimal supervision, overseeing the work of cross-functional teams and is responsible for the full systems lifecycle from requirements gathering through implementation of IT functional solutions.

DISTINGUISHING CHARACTERISTICS

This job description is not part of job series.

SUPERVISION EXERCISED AND RECEIVED

- Receives supervision from departmental management/supervisory level roles
- No formal supervisory responsibilities

ESSENTIAL DUTIES AND RESPONSIBILITIES

The duties listed below are intended to describe the general nature and level of work being performed and are not to be interpreted as an exhaustive list of responsibilities.

- Establish strategic and tactical solutions supporting the business team in Operations and in Engineering.
- Perform standard and custom Oracle eBusiness Suite integrations, security and workflow configurations.
- Interact with business clients and requestors to analyze requirements, define, size, cost and configure proposed solutions.
- Oversee project management activities, including task identification, work effort estimates, work schedules, and tracking against plan and budget.
- Research and provide solutions to issues reported by the Business or Information Technology team.
- Assist other functional, technical, or helpdesk team members.
- Document technical and user procedures and processes.
- Conduct periodic reviews with users and project business participants to show the latest system functionalities.
- Validate logical and effective user workflow integration.
- Analyze data and measure its quality, investigate gaps and discrepancies, and develop and produce related data analysis reports and studies.
- Provide on-call support when applicable.
- The responsibilities outlined above are representative of the role but not exhaustive. Additional duties may be assigned as needed, and reasonable accommodations will be provided to qualified individuals with disabilities in accordance with applicable laws.



MINIMUM QUALIFICATIONS

Education and Experience

- Bachelor's degree in Computer Information Systems, Business Information Systems or related field.
- A minimum of seven (7) years of work experience in AssetWorks solutions delivery role, and experience with business process components, module integration, and business customer-facing engagements.
- A minimum of five (5) years of experience in a project management or supervisor role.
- A combination of training, with a minimum of an Associate Degree and/or experience that provides the required knowledge, skills, and abilities, may be considered when determining minimum qualifications. Advanced relevant coursework may also substitute for a portion of the required experience.

Preferred Qualifications

None

Knowledge, Skills, and Abilities

Knowledge of:

- AssetWorks RailPro solution, including Inventory/Parts Management, Maintenance and Repair, Warranty, FuelPro, Incident Management and Reporting.
- ERP solutions, tools, and integration.

Skilled in:

- Excellent analytical and problem solving skills.
- Effective organizational and time management skills.
- Effective communication skills both verbally, and in writing.

Ability to:

- Work with cross-functional teams in a leadership position including the ability to interact with business team members and executives.
- Foster a team environment.

PHYSICAL REQUIREMENTS

- Transition between a stationary position at a desk or work location and move about Metrolink facilities or other work site locations
- Operate tools to perform the duties of the position, such as computers, office equipment, and work-related machinery
- Transport equipment or boxes up to 25 lbs
- Exchange ideas by means of communication
- Visual acuity to detect, identify, and observe employees or train movement and any barriers to movement when working on or near railroad tracks
- Hear and perceive the nature of sounds when working on or near railroad tracks
- Balance, ascend/descend, climb, kneel, stoop, bend, crouch, or crawl within assigned working conditions and or locations

Working Conditions

Position requires work in a normal office environment with little exposure to excessive noise, dust, or temperature. Work may also be conducted in outdoor environments, at construction sites, Railroad Track and Right-of-



Way environments, and warehouse environments, with possible exposure to individuals who are hostile or irate, moving mechanical parts, and loud noises (85+ decibels, such as heavy trucks, construction, etc.)

Southern California Regional Rail Authority is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the Authority will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.

Last Updated: October 2025

