

# Data Services Systems Integration Specialist

## Position Details

Class Code: 1489

Job Family: Information Systems

Classification: Support Professional

Terms of Employment: [Pay Grade 61 on the Support Professional Salary Schedule](#)

FLSA STATUS: NON-EXEMPT

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## Position Summary

Under general direction, responsible for data service integration activities; leads the development, maintenance, enhancement, and support cycles of highly complex business of education data application processes; works directly with stakeholders to ensure that data standards/integrations occur, application platforms function, results are reported, and customized data requests are provided in a timely manner.

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## Essential Duties and Responsibilities

This list of Essential Duties and Responsibilities is not exhaustive and may be supplemented.

1. Plans, schedules, reviews and maintains programs/processes to ensure data integrations interact appropriately.
2. Identifies functional data stores needed to fulfill data integration needs; coordinates with technical teams to determine the extract, transform, and load (ETL) procedures necessary for integration/interoperability needs using appropriate toolsets.
3. Designs, optimizes, and maintains data stores, including data structure, normalization, and indexing, in coordination with Application System Database, Business Intelligence, and other technical teams.

4. Designs, optimizes, and maintains Structured Query Language (SQL) functions, queries, and views to access and integrate data; creates and executes test plans/scripts, documents results, and retests, as necessary.
  5. Implements process/report designs for schools, departments, administrators, Nevada Department of Education (NDE), and the public based on specifications to digitize/integrate business processes.
  6. Creates and maintains system documentation, including process design specifications, data dictionaries, self-documenting code, and user procedures according to standards.
  7. Maintains data integrity and integration, including associated business rules, to ensure consistency across systems; maintains compliance with Clark County School District data management/governance policies and procedures.
  8. Defines and creates trouble tickets with software vendors to address system-related problems, as required.
  9. Manages assigned Problem Management tickets for support areas; documents resolutions/workarounds in a Knowledge Base and communicates with Service Desk personnel.
  10. Performs root-cause analyses to identify and resolve complex data-/integration-related issues; may result in software modifications or vendor support tickets.
  11. Tracks project statuses and reviews works-in-progress to ensure conformance with plans and programming standards.
  12. Provides input into the evaluation of assigned staff.
  13. Conforms to safety standards, as prescribed.
  14. Performs other tasks related to the position, as assigned.
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## **Distinguishing Characteristics**

Designs, develops, and maintains data processes/integrations between heterogeneous systems, applications, and services to ensure data integrity/fidelity; collaborates with cross-functional and technical teams.

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## **Knowledge, Skills, and Abilities (Position Expectations)**

1. Ability to write complex Structured Query Language (SQL) queries, views, and procedures from Relational Online Analytical Processing (ROLAP) and other data sources, including aggregate functions, group by/having statements,

- pivot/un-pivot structures, and sub-queries, to create, manipulate, transform, store, integrate, and report data.
2. Knowledge of project management principles and practices.
  3. Knowledge of principles/techniques for using common database, spreadsheet, reporting, visualization, and word processing toolsets to digitize cross-functional business processes.
  4. Knowledge of service-oriented architecture and the principles, practices, and methods of parameter-driven, self-service reporting interfaces/dashboards.
  5. Ability to develop stored procedures in Structured Query Language (SQL) using Procedural Language (PL)/SQL or Transact (T)-SQL.
  6. Ability to use the latest SQL-related development toolsets and environments, including data connectors like Open Database Connectivity (ODBC), Java Database Connectivity (JDBC), ActiveX Data Objects (ADO.NET), and Open Data Protocol (OData).
  7. Knowledge of languages and application technologies such as JavaScript, JavaScript Object Notation (JSON), Hypertext Markup Language (HTML), Extensible Markup Language (XML), web services, Application Programming Interface (API), or other languages/applications, as needed.
  8. Ability to develop detailed programming specifications and write complex computer programs.
  9. Ability to prepare clear, concise reports, documentation, and other written materials, maintain organized, accurate records of work performed, and assist in developing training materials/programs.
  10. Ability to exercise independent judgment within established procedural guidelines.
  11. Ability to supervise, train, and evaluate assigned staff.
  12. Ability to keep current with technology and applications.
  13. Ability to coordinate multiple projects and meet pre-determined deadlines.
  14. Ability to work flexible hours/shifts.
  15. Ability to develop and maintain effective working relationships with District staff, vendors, and other agencies.
  16. Ability to recognize/report hazards and apply safe work methods.
  17. Possess physical and mental stamina commensurate with the responsibilities of the position.
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# Position Requirements

## Education, Training, and Experience

1. High school graduation or other equivalent (i.e., General Educational Development (GED), foreign equivalency, etc.)
2. Bachelor of Science degree from an accredited college/university in Mathematics, Computer Science, Management/Business Information Systems, or a related field, and four (4) years' progressively responsible experience in enterprise database and SQL environments, writing/maintaining views, stored procedures, reports, and data extracts to integrate data across heterogeneous data sources/targets; or, Associate degree (or two (2) years of college) from an accredited college/university in a related field, and six (6) years' experience as described above; or, Eight (8) years' experience as described above.
3. Two (2) years' recent experience working with common data development, analysis, integration, and reporting toolsets such as SQL Developer, Visual Studio/Code, SQL Server Integration Services (SSIS), BusinessObjects, or Tableau, to integrate data between applications or data sources.

## Licenses and Certifications

1. A valid driver's license that allows the applicant/employee to legally operate a motor vehicle in Nevada. License must be maintained for duration of assignment.
2. Copy of current driving history (dated within six (6) months from the date printed) issued by the Department of Motor Vehicles (DMV) at time of application or Qualified Selection Pool (QSP) placement and at time of interview prior to final selection.

## Preferred Qualifications

1. Industry certification(s) in the data standards, frameworks, or toolsets mentioned above.
2. Ability to develop flow diagrams using Microsoft Visio.

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## Document(s) Required at Time of Application

1. High school transcript or other equivalent (i.e., GED, foreign equivalency, etc.)
2. Transcript(s) from an accredited college/university, if applicable.
3. Copy of a valid driver's license that allows the applicant/employee to legally operate a motor vehicle in Nevada.

4. Current copy of driving history (dated within six (6) months from the date printed) issued by the DMV.
  5. Specific documented evidence of training and experience to satisfy qualifications.
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## Examples of Assigned Work Areas

CCSD Central Information Systems Department and travel to/from schools and District offices.

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## Work Environment

### Strength

Sedentary/medium – exert force of 20-50 lbs., occasionally; 10-25 lbs., frequently; up to 10 lbs., constantly.

### Physical Demand

Frequent sitting, standing, walking, pushing, pulling, stooping, kneeling, crouching, reaching, handling, and repetitive fine motor activities. Hearing and speech to communicate in person, via video conference and computers, or over the telephone. Mobility to work in a typical office setting and use standard office equipment. Stamina to remain seated and maintain concentration for an extended period of time. Vision: Frequent near acuity, occasional far acuity, and color vision. Vision to read printed and online materials, a Video Display Terminal (VDT) screen, or other monitoring devices.

### Environmental Conditions

Climate-controlled office settings with temperatures ranging from mild to moderate cold/heat. Exposure to noise levels ranging from moderate to loud for occasional to frequent time periods.

### Hazards

Frequent electrical shock hazards, furniture, office equipment, communicable diseases, chemicals and fumes (as related to specific assignment), and power/hand-operated equipment and machinery (as related to specific assignment.)

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## Examples of Equipment/Supplies Used to Perform Tasks

District-issued/personal vehicles, computers, printers, modems, telephones, fax machines, etc.

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### **AA/EOE Statement**

The Clark County School District is proud to be an equal opportunity employer. The Clark County School District is committed to providing all applicants and employees equal employment opportunities without regard to race, color, religion, sex, gender identity or expression, sexual orientation, national origin, genetics, disability, age, military status, or other characteristics protected by applicable law. Here at Clark County School District, we are a diverse group of people who honor the differences that drive innovative solutions to meet the needs of our students and employees. We believe that through a culture of inclusivity, we have the power to reflect the community we serve.

### **Job Revision Information**

- Revised: 08/10/23
- Created: 05/26/21