# **NSCA**

# **Sample Position Description**

# **Title:** Solutions Architect

**Reports to:** Sales Operations Manager or Director

**Class:** Full-Time

**Type:** Salary

**Revised:** 9/15/20XX

**SUMMARY OF FUNCTIONS**

Solutions Architect interfaces with end users and channel partners to design, estimate, and quote system solutions. The Solutions Architect is responsible for determining the most appropriate technology for the project, and for verifying proper implementation, to ensure project deliverables are achieved.

**ESSENTIAL DUTIES AND RESPONSIBILITIES**

* Maintain and grow personal knowledge base of current manufacturers and components relevant to the systems provided and serviced by “COMPANY”
* Develop and maintain relationships with end user and channel partner resources (Account Managers, Professional Service Managers, and others)
* Work with end users and channel partners to design, estimate and quote solutions
* Work with Sales Operations Team to build quote and Preliminary SOW/Proposal that will delivered to end customer or channel partner
* Develop, test, and implement technology solutions and track delivery commitments to ensure solutions are implemented as expected and within agreed timeframes
* Keep up-to-date records for forecasting and reporting commits
* Some out of town travel required.

**ORGANIZATIONAL RELATIONSHIPS**

Reports directly to Sales Operations Manager

**QUALIFICATIONS**

* Highly proficient in developing Video Conferencing, Digital Signage, Pro Audio, other AV Solutions, Security, and Life Safety Systems.
* Knowledge of IP Networking, Standards Based Video Conferencing Environments, DSP Audio, AV Control Systems, Security Control Systems and other system elements
* Specific familiarity with “name manufacturers”
* InfoComm CTS-D, RCDD or other certifications preferred
* Five-plus years’ experience designing and implementing professional AV, collaboration, security and life safety solutions

**EDUCATION and/or EXPERIENCE**

Bachelor's degree (B.S. or B.A.) from four-year accredited college or university; 5-10 years related experience and/or training; or equivalent combination of education and experience.

**PHYSICAL DEMANDS**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions

While performing the duties of this job, the employee may frequently be required to stand or walk.  The employee may also be required to use hands, fingers and arms to feel or reach.    Sitting, climbing, balancing, stooping, kneeling, crouching, or crawling may also occasionally be required.  The employee must be able to lift and/or move up to 50 pounds.  Although most work is performed inside, occasional outside activities may be required and are subject to seasonal temperature fluctuations.

**WORK ENVIRONMENT**

The job is performed indoors in a traditional office setting. Activities include extended periods of sitting and extensive work at a computer and/or calculator.

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**ORIENTATION AND TRAINING**

The employee in this job must be knowledgeable about and follow the company's safety policies and procedures as described in the company employee manual.

This job description does not list all the duties of the job. You may be asked by supervisors or management to perform other instructions and duties. You will be evaluated in part based upon your performance of the tasks listed in this job description.

Management has the right to revise this description at any time. The job description is not a contract for employment, and either you or the employer may terminate employment at any time, for any reason as outlined in the employee manual or other written agreement.