

ADMINISTRATIVE PROFESSIONAL POSITIONS MUST QUALIFY FOR ONE OF THE [EXEMPTION CRITERIA](#) SET FORTH IN RCW 41.06.070.

**ADMINISTRATIVE PROFESSIONAL
Benchmark Job Class
Information Technologies Consultant/1355**

Function and General Scope

Positions assigned to this class are responsible for providing customer consultation and expertise on complex computing and telecommunications systems and services. Responsibilities include needs assessment, problem resolution, project coordination and development and/or delivery of training. Positions may function as a technical consultant and/or as a customer representative. Responsibility levels range from supporting a technology specialty on a university-wide basis to providing comprehensive technology consulting for multiple university units.

Classification Requirements (Minimum Qualifications)

Positions require a Bachelor's degree and three (3) years professional experience OR a combination of education and experience totaling seven (7) years from which comparable knowledge and abilities are acquired.