



## JOB DESCRIPTION FORM

### SECTION 1 – OFFICE IDENTIFICATION

EFFECTIVE DATE OF DOCUMENT: 10/06/2019

**ORGANISATION:**  
Department of the Premier and Cabinet

**DIVISION:**  
Office of Digital Government

**BRANCH:**

**SECTION:**  
GovNext Service Broker

**CLASSIFICATION:**  
Level 7

**POSITION NUMBER:**  
DPC18052

**TITLE:**  
GovNext-ICT Solutions Architect

**AGREEMENT/AWARD:**  
Public Service and Government Officers General Agreement

**LOCATION:**  
West Perth

### SECTION 2 – REPORTING RELATIONSHIPS

**Manager GovNext Architecture**  
**Level 8**

#### Other offices reporting to this office

Title

Level

**GovNext-ICT Solutions Architect**  
**Level 7**

#### Officers under direct responsibility

Title

Level

### SECTION 3 – KEY RESPONSIBILITIES

The GovNext-ICT Solution Architect is responsible for creating and maintaining reference architectures in relation to, and providing technical advice and guidance to agency IT managers, CIOs and lead architects in the application of, the suite of GovNext-ICT services available to agencies including: Data-Centre, Cloud, Network, telecommunications, internet services and unified communications.

## SECTION 4 – STATEMENT OF DUTIES

### Summary of Duties

#### Details

#### **Technology Management Support / GovNext-ICT Service Management support**

- Create and maintain GovNext-ICT Reference Architectures.
- Provide technical advice to agencies of the GovNext-ICT service portfolio, as it includes Data-Centre, Cloud, Network, telecommunications, internet services and unified communications, that are available to agencies as part of the GovNext-ICT framework on a pay-as-you-go model.
- Assist in agency risk assessment and development of mitigation strategies for the transition to GovNext-ICT.
- Guide, review and assist agency IT leaders and architects in the development of high-level architectures and roadmaps for their ICT services.
- Provide advice regarding the realisation of benefit by agencies, including identifying opportunities for realisation through adoption and transition to GovNext-ICT infrastructure services.

#### **Agency Relationship Management**

- Provide guidance to agencies as they reengineer ICT operations and adopt GovNext-ICT services.
- Provide guidance to agencies identify benefits through procuring ICT-as-a-service in lieu of existing ICT-equipment ownership-based operations.
- Provide guidance to C-level stakeholders and IT architects, including agency and vendor ('Contractor') personnel through the design, transition and operation of ICT-services;
- Extend the adoption of GovNext-ICT throughout WA government by participating and facilitating workshops, communications and presentations with agency IT leads and Contractors.

#### **Internal Engagement**

- Work collaboratively with Agency Engagement Leads and other personnel within the GSB team to ensure agencies understand the value and potential opportunity of the GovNext-ICT service portfolio.
- Maintain awareness of industry technology trends, monitor and advise the effectiveness and benefits of GovNext-ICT services, and opportunities for change.

## SECTION 5 – SELECTION CRITERIA

### Essential

Demonstrated experience with consulting, managing or delivering complex ICT solutions, architectures, service management, and related governance services in a large and/or complex environment.

Well-developed conceptual, analytical skills and problem solving skills.

Strong project management skills and the ability to deliver quality and timely outcomes.

Well-developed communication skills to engage with, and convey technical concepts in understandable format to, high-level decision-makers.

Demonstrated commitment to professionalism and probity.

### Desirable

Possession of relevant qualification or industry certification

Significant experience managing and delivering complex solutions to the public sector.

**SECTION 6 - CERTIFICATION**

The details contained in this document are an accurate statement of the duties, responsibilities and other requirements of the job.

**BRANCH/DIVISION HEAD**

**DIRECTOR GENERAL**

**SIGNATURE:** \_\_\_\_\_

**SIGNATURE:** \_\_\_\_\_

**DATE:** \_\_\_\_\_

**DATE:** \_\_\_\_\_

As Manager I have reviewed the statement of duties and agree this is a current and relevant document.

NAME	SIGNATURE	DATE	INITIALLED BY HRSB

As the Employee I have reviewed the statement of duties.

NAME	SIGNATURE	DATE	INITIALLED BY HRSB