



Position Description

Position Title:	<i>Solution Architect</i>	Classification Level:	<i>7</i>
Position Number:	<i>00031095</i>	Reports to:	<i>Architecture, Risk and Security Director - 00031090</i>
Division:	<i>Service and Invest</i>	Supervises:	<i>0</i>
Branch/Section:	<i>Information and Communication Technology</i>	Location:	<i>Perth Metropolitan Area</i>

Our vision: driving practical, cost-effective and quality outcomes across government to benefit Western Australians

Our values define who we are and how we go about our business.

INSPIRING AND INFLUENTIAL

PASSIONATE AND COMMITTED

HONEST AND RESPECTFUL

BOLD AND INNOVATIVE

Our values underpin everything we do. They guide the way we work, how we engage with each other and the way we deliver services to our customers.

As a central government agency with a state-wide presence, Finance delivers services to the government, public sector agencies and the community, and places customers at the centre of its focus. Services include strategic policy advice and co-ordination; asset management (including planning, procurement and project management); assessment of market led proposals; and revenue collection and concessions.

Role summary

Cloud based services bring transformational technological changes to an organisation. The successful management of cloud services requires a shift in both mindsets and strategies, processes and partnerships across and outside the organisation.

Organisational resilience and agility require proactive approach, dynamic thinking and cultural change to anticipate and prepare for future disruption.

This role is responsible for the end-to-end development of information, communications and technology solutions and mapping the business requirements to technical requirements to ensure they align with the enterprise architecture, technology roadmap, principles, policies and standards.

Develops the overall vision that underlies the proposed solution and transforms that vision through execution into the desired business outcome, within the context of the strategic direction of the Department.

Your responsibilities

The successful applicant will be expected to:

Best Place to Work

- Demonstrate the department's values in all interactions.
- Support an environment that enables members to flourish and deliver their best work for customers.
- Contribute to a fair, safe, enjoyable and innovative workplace and ensure good human resource management and risk management principles are adhered to in accordance with Finance's policies and guidelines.
- Ensure resources are used efficiently and effectively.

Customer Centric

- Build customer relationships and delivers advice and consultancy services to business, information and technology projects and initiatives across the Department and bureau agencies.
- Work collaboratively to achieve common goals and best practice, and facilitate continuous business improvement.
- Ensure meaningful and appropriate communication with all customers and stakeholders.

Outcomes Focused

- Provide overall technical leadership to project teams in terms of the end-to-end solution, ensuring the designs and technologies are integrated to deliver an architecturally compliant implementation.
- Champion the solution design, contributes to high-level project estimates, and ensures appropriate performance, scalability, interoperability and a pragmatic fit with budget and schedule expectations.
- Define current state and target state architectures and options for projects and current business problems, consistent with the enterprise architecture, roadmaps, principles, policies and standards.
- Actively monitor and seek new products, methods, trends and capabilities to drive continuous improvement in the delivery of information, communications and technology services.
- Provide input into the continuous improvement of the architecture roadmaps, principles, policies, and standards within a Cloud environment, with the overall objective of supporting business change.
- Perform other duties as directed.

What you need to bring to this role

To be read in the context of the preceding sections of this document. The ability to demonstrate how you will apply our values to the role is particularly important.

Essential

- Well-developed communication and interpersonal skills, and the ability to work with vendors, partners, business and technology stakeholders on technical options and solutions architecture.
- Demonstrated experience in undertaking the technical lead role in business engagements to drive clear communications, understanding and buy-in from with business and technology stakeholders.
- Relevant experience in the development of technical and project management documentation.
- Practical experience and technical knowledge related to information systems and technology architecture and design, in a complex enterprise computing environment.
- Skills and experience in translating business requirements into specifications, developing customer-centric solutions architecture, overseeing technical delivery and ensuring design compliance.
- Considerable experience in driving change across a complex environment, and demonstrated ability to develop and implement solutions that meet customer requirements.

Desirable

- Relevant tertiary qualifications and/or an equivalent level of skills, knowledge and experience.
 - Possess TOGAF, SABSA, Zachman, Open CA, and/or equivalent qualifications.
 - Knowledge and experience in providing solution architecture and technology consultancy services within a government or large corporate environment.
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Pre-employment requirements

Australian Permanent Residency status is a minimum requirement for permanent appointment to the WA Public Sector. However, for appointment on a fixed term contract or casual basis, applicants only require a valid Work Visa for the duration of the entire advertised term.

Appointment is subject to:

- 100 point identification check; and
- Criminal Records Screening clearance

Special equipment/requirements

Nil

Certification

Verified by: --

Annex A - Level 7 Core Behaviours

Core Capability	Shape and Manage Strategy We clearly understand our contribution to strategies and objectives	Achieve Results We are responsive and act professionally when delivering services and advice	Build Productive Relationships We are respectful and collaborate when we build and maintain relationships	Exemplify Personal Integrity and Awareness We are respectful and collaborate when we build and maintain relationships	Communicate and Influence Effectively We communicate and negotiate effectively to deliver mutually beneficial outcomes
Attribute	Supports shared purpose and direction	Identifies and uses resources effectively and efficiently	Develops and maintains team/customer relationships	Demonstrates public service professionalism and ethical behaviour	Communicates clearly
Behaviour	<ul style="list-style-type: none"> <input type="checkbox"/> S2 Understands, supports and promotes the Department's vision, mission and business objectives. <input type="checkbox"/> S7 Clearly communicates goals and objectives to others. <input type="checkbox"/> S12 Identifies the relationship between Departmental goals and operational tasks. <input type="checkbox"/> S16 Understands, supports and communicates the reasons for decisions and recommendations. 	<ul style="list-style-type: none"> <input type="checkbox"/> A3 Reviews project performance and identifies opportunities for improvement. <input type="checkbox"/> A9 Makes effective use of individual and team capabilities and negotiates responsibility for work-outcomes. <input type="checkbox"/> A11 Is responsive to changes in requirements. 	<ul style="list-style-type: none"> <input type="checkbox"/> B3 Builds and sustains positive relationships with team members, stakeholders and clients. <input type="checkbox"/> B9 Anticipates and is responsive to client and stakeholder needs and expectations. <input type="checkbox"/> B11 Proactively offers assistance for a mutually beneficial relationship. 	<ul style="list-style-type: none"> <input type="checkbox"/> E1 Adopts a principled approach and adheres to public service values and Code of Conduct. <input type="checkbox"/> E2 Acts professionally at all times and operates within the boundaries of Departmental processes and legal and public policy constraints. <input type="checkbox"/> E5 Operates as an effective representative of the Department in internal forums. 	<ul style="list-style-type: none"> <input type="checkbox"/> C3 Confidently presents messages in a clear, concise and articulate manner. <input type="checkbox"/> C5 Focuses on key points and uses appropriate, unambiguous language. <input type="checkbox"/> C8 Selects the most appropriate medium for conveying information and structures written and oral communication to ensure clarity.
Attribute	Thinks Strategically	Applies and develops professional expertise	Listens, understands and recognises the needs of others	Demonstrates personal accountability	Listens, understands and adapts to audience
Behaviour	<ul style="list-style-type: none"> <input type="checkbox"/> S20 Understands the work environment and initiates and develops plans, strategies and team goals. <input type="checkbox"/> S25 Considers the ramifications of issues and longer term impact of own work and work area. <input type="checkbox"/> S28 Identifies broader factors, trends and influences that may impact on the team's work objectives. 	<ul style="list-style-type: none"> <input type="checkbox"/> A13 Contributes own expertise to achieve outcomes for the business unit. <input type="checkbox"/> A14 Values specialist expertise and capitalises on the knowledge and skills of others within the Department. 	<ul style="list-style-type: none"> <input type="checkbox"/> B13 Actively listens to staff, colleagues, clients and stakeholders. <input type="checkbox"/> B16 Consults and shares information and ensures others are kept informed of issues. <input type="checkbox"/> B18 Works collaboratively and operates as an effective team member. <input type="checkbox"/> B19 Involves others and recognises their contributions. 	<ul style="list-style-type: none"> <input type="checkbox"/> E9 Provides impartial and forthright advice. <input type="checkbox"/> E10 Acknowledges mistakes and learns from them, and seeks guidance and advice when required. <input type="checkbox"/> E12 Challenges issues constructively and can justify own position when challenged. 	<ul style="list-style-type: none"> <input type="checkbox"/> C10 Seeks to understand the audience and tailors communication style and message accordingly. <input type="checkbox"/> C11 Listens carefully to others and checks to ensure their views have been understood. <input type="checkbox"/> C13 Checks own understanding of others' comments and does not allow misunderstandings to linger.
Attribute	Harnesses information and opportunities	Proactive and flexible in times of change	Respects individual differences and diversity	Commits to delivering quality outcomes	Negotiates persuasively
Behaviour	<ul style="list-style-type: none"> <input type="checkbox"/> S33 Gathers and investigates information from diverse sources and explores new ideas and different viewpoints. <input type="checkbox"/> S36 Uses experience to analyse what information is important and how it should be used. <input type="checkbox"/> S41 Maintains an awareness of the Department and keeps self and others well informed on work issues and finds out about best practice approaches. 	<ul style="list-style-type: none"> <input type="checkbox"/> A19 Establishes clear plans and timeframes for project implementation. <input type="checkbox"/> A23 Responds in a positive and flexible manner to change and uncertainty. <input type="checkbox"/> A27 Shares information with others and assists them to adapt. 	<ul style="list-style-type: none"> <input type="checkbox"/> B23 Recognises the different working styles of individuals and factors this into the management of people and tasks. <input type="checkbox"/> B25 Tries to see things from different perspectives. <input type="checkbox"/> B26 Treats people with respect and courtesy. <input type="checkbox"/> B27 Recognises the positive benefits that can be gained from diversity. <input type="checkbox"/> B30 Encourages the exploration of diverse views and harnesses the benefits of such views. 	<ul style="list-style-type: none"> <input type="checkbox"/> E17 Takes personal responsibility for meeting objectives and progressing work. <input type="checkbox"/> E18 Commits energy and drive to see that goals are achieved. <input type="checkbox"/> E19 Shows initiative and does what is required. 	<ul style="list-style-type: none"> <input type="checkbox"/> C17 Discusses issues credibly and thoughtfully and presents persuasive counter arguments. <input type="checkbox"/> C23 Anticipates and identifies relevant stakeholders' expectations and concerns. <input type="checkbox"/> C25 Approaches negotiations with a clear understanding of key issues. <input type="checkbox"/> C27 Understands the desired outcomes. <input type="checkbox"/> C29 Encourages the support of relevant stakeholders.
Attribute	Displays judgement, intelligence and reasoning	Responsible for managing work projects to achieve results	Shares learning and supports others	Demonstrates self-awareness and a commitment to personal development.	
Behaviour	<ul style="list-style-type: none"> <input type="checkbox"/> S46 Undertakes objective, systematic analysis and draws accurate conclusions based on evidence. <input type="checkbox"/> S49 Identifies problems and works to resolve them. <input type="checkbox"/> S54 Thinks laterally, identifies, implements and promotes improved work practices. <input type="checkbox"/> S56 Recognises the links between interconnected issues. 	<ul style="list-style-type: none"> <input type="checkbox"/> A29 Sees projects through to completion. <input type="checkbox"/> A33 Monitors project progress and adjusts plans as required. <input type="checkbox"/> A36 Commits to achieving quality outcomes and adheres to documented procedures. <input type="checkbox"/> A40 Seeks feedback from supervisor to gauge satisfaction. 	<ul style="list-style-type: none"> <input type="checkbox"/> B33 Identifies learning opportunities for others and delegates tasks effectively. <input type="checkbox"/> B37 Makes time for people and offers full support when required. <input type="checkbox"/> B40 Provides constructive and regular feedback. <input type="checkbox"/> B42 Agrees clear performance standards and gives timely praise and recognition. <input type="checkbox"/> B44 Deals with underperformance promptly. 	<ul style="list-style-type: none"> <input type="checkbox"/> E22 Self-evaluates performance and seeks feedback from others. <input type="checkbox"/> E25 Communicates areas of strengths and acknowledges development needs. <input type="checkbox"/> E28 Reflects on own behaviour and recognises the impact on others. <input type="checkbox"/> E30 Shows commitment to learning and self development. 	

Annex B - SFIA Capabilities

Category	Subcategory	Skill	Code	Level	Level Description
Strategy and architecture	Advice and guidance	Consultancy	CNSL	5	Takes responsibility for understanding client requirements, collecting data, delivering analysis and problem resolution. Identifies, evaluates and recommends options, implementing if required. Collaborates with, and facilitates stakeholder groups, as part of formal or informal consultancy agreements. Seeks to fully address client needs, enhancing the capabilities and effectiveness of client personnel, by ensuring that proposed solutions are properly understood and appropriately exploited.
Strategy and architecture	Advice and guidance	Specialist advice	TECH	5	Actively maintains recognised expert level knowledge in one or more identifiable specialisms. Provides definitive and expert advice in their specialist area(s). Oversees the provision of specialist advice by others, consolidates expertise from multiple sources, including third party experts, to provide coherent advice to further organisational objectives. Supports and promotes the development and sharing of specialist knowledge within the organisation.
Strategy and architecture	Business strategy and planning	Enterprise and business architecture	STPL	5	Contributes to the creation and review of a systems capability strategy which meets the strategic requirements of the business. Develops models and plans to drive the execution of the strategy, taking advantage of opportunities to improve business performance. Takes responsibility for investigative work to determine requirements and specify effective business processes, through improvements in information systems, data management, practices, procedures, organisation and equipment.
Strategy and architecture	Technical strategy and planning	Emerging technology monitoring	EMRG	5	Monitors the external environment to gather intelligence on emerging technologies. Assesses and documents the impacts, threats and opportunities to the organisation. Creates reports and technology roadmaps and shares knowledge and insights with others.
Strategy and architecture	Technical strategy and planning	Solution architecture	ARCH	6	Leads the development of architectures for complex solutions, ensuring consistency with specified requirements agreed with both external, and internal customers. Takes full responsibility for the balance between functional, service quality and systems management requirements within a significant area of the organisation. Establishes policy and strategy for the selection of solution architecture components, and co-ordinates design activities, promoting the discipline to ensure consistency. Ensures that appropriate standards (corporate, industry, national and international) are adhered to. Within a business change programme, manages the target design, policies and standards, working proactively to maintain a stable, viable architecture and ensure consistency of design across projects within the programme.
Change and transformation	Business change management	Requirements definition and management	REQM	5	Plans and drives scoping, requirements definition and prioritisation activities for large, complex initiatives. Selects, adopts and adapts appropriate requirements definition and management methods, tools and techniques selecting appropriately from predictive (plan-driven) approaches or adaptive (iterative/agile) approaches. Obtains input from, and formal agreement to, requirements from a diverse range of stakeholders. Negotiates with stakeholders to manage competing priorities and conflicts. Establishes requirements baselines. Ensures changes to requirements are investigated and managed. Contributes to the development of organisational methods and standards.
Change and transformation	Business change management	Change implementation planning and management	CIPM	6	Creates the business readiness plan, taking into consideration IT deployment, data migration, capability deployment (training and engagement activities) and any business activities required to integrate new digital processes or jobs into the "business as usual" environment. Determines the readiness levels of business users with regard to upcoming changes; uncovers readiness gaps and creates and implements action plans to close the gaps prior to going live. Assists the user community in the provision of transition support and change planning, and liaises with the project team. Monitors and reports progress on business readiness targets, business engagement activity, training design and deployment activities, key operational metrics and return to productivity measures. Defines the series and sequence of activities to bring stakeholders to the required level of commitment, prior to going live.