



Solutions and Security Architect Integration, Build and Deployment

Position number	Generic
Agreement	Public Sector CSA Agreement 2019 (or as replaced)
Classification	Level 6
Reports to	Manager, Solutions Architecture and Systems Analysis (Level 8)
Direct reports	Nil

Context

Education Business Services (EBS) is the key provider of professional business services and support for Western Australian public schools, statutory boards and divisions of the Department. These highly valued services are delivered through the areas of finance, information and communication technologies (ICT), and infrastructure. We continually strive to enhance the capability and responsiveness of our staff, systems and processes across the organisation to deliver high quality education.

We are committed to contemporary work practices and adhere to the following service delivery principles:

Responsive: We respond to and reflect the needs of our customers.

Flexible: We are flexible and understand that our customers are not all the same.

Transparent: We are clear and open about our services, processes and decision making.

Accountable: We hold ourselves to high standards and deliver on our commitments.

Collaborative: We work in partnership with our customers.

Delivery of Information and Communication Technology (ICT) services provides support for the Department's educational outcomes by developing initiatives and technical support strategies to ensure all 800 Western Australian public schools can be individual, distinctive and responsive to their local communities while still benefiting from being part of a system.

The Integration, Build and Deployment Directorate is the functional area responsible for Application Security Implementation, Solutions Architecture, Solutions Development and Maintenance, Testing and Assurance and Data Management in an ICT context. The Directorate has the responsibility for building, integrating and maintaining technical solutions to organisational challenges ensuring that applications, systems and products are appropriately constructed, integrated, interfaced and configured to meet business needs.

Solutions and Security Architects ensure alignment to Enterprise Solution Architecture and Security standards with respect to systems and data management. This establishes a hierarchy of compliance to agreed standards.

Visit education.wa.edu.au to find out more information about the Department of Education.

Key responsibilities

Specialist Services

- Contribute to the development and implementation of architectures, policies, practices and procedures that manage the full data lifecycle.
- Contribute to appropriate, evidenced, security testing as part of the activities to the scale and scope applicable or explicitly specified in ICT policy or standards.
- Contribute to change management processes across ICT to ensure the management and minimisation of risk.
- Actively enhance the Enterprise Architecture Repository and associated artefacts through ongoing use in the development of solution designs and specific feedback to Enterprise Architects.
- Ensure that any change to customer interaction or experience arising from security changes is minimised where possible and a communications plan is created.
- Investigate, analyse and manage complex issues, policies and practices associated with Department projects and programs in order to identify and alleviate potential problems and to develop appropriate solutions.

Branch Support

- Ensure that systems and data requirements developed in the ICT Governance and Planning Directorate are translated into the appropriate architecture (in accordance with the Enterprise Architecture) for that solution.
- Ensure effective data security management (in accordance with Enterprise Security) of ICT developments, interfaces, application specific configurations, integrations and implementation.
- Ensure that statutory, regulatory, whole of government and organisational security policy requirements are followed, understood, documented, disseminated and appropriately implemented.
- Research and analyse new technology opportunities and makes recommendations to the Manager.
- Contribute to a work environment that is safe, fosters equity and diversity, enables the achievement of personal and EBS goals and facilitates accomplishment of designated roles and deliverables.
- Participate in performance management activities to ensure development meets personal goals and business needs.
- Contribute to change management projects relevant to the Branch.

Client and Stakeholder Liaison

- Provide advice to the Manager and Senior Managers in relation to ICT solutions architecture, information security implementation and data management.
- Build strategic alliances with customers, stakeholders, interest groups and across EBS to enable development, acceptability and achievement of designated outcomes and to promote service capabilities.
- Represent ICT, as required, on Department and across Government committees and working parties.

Selection criteria

1. Demonstrated well developed knowledge and understanding of architecture methodologies, business systems analysis and security frameworks.
2. Demonstrated considerable knowledge and broad experience in a range of ICT roles.
3. Demonstrated considerable skills and experience in solutions and security policy development, planning and strategy development.
4. Demonstrated considerable knowledge and experience that contribute to the development of ICT strategy, standards, practices and innovation.
5. Demonstrated well developed verbal and written communication and interpersonal skills to effectively liaise with key internal and external stakeholders and build strong relationships.
6. Demonstrated well developed skills and experience in recognising opportunities to enhance product/service delivery and capitalise on these through effective change strategies.
7. Demonstrated well developed analytical and conceptual skills to provide innovative solutions to complex problems.

Eligibility and training requirements

Employees will be required to:

- obtain a current Department of Education Criminal Record Clearance prior to commencement of employment
- complete the Department's induction program within three months of commencement
- complete any training specific to this role required by Departmental policy
- complete the Department's training in Accountable and Ethical Decision-Making within six months of appointment.

Certification

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

ENDORSED

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