Position Description

Title: Integration Specialist
HEW Level: HEW 8

Faculty/Office: Executive Director, Student Engagement & Registrar
Position Number:

Department/Team: Project Beacon
Date: February 2019

Position Purpose: Responsible for the implementation of process integrations as scoped, defined and designed to deliver business solutions across the five Systems Transformation Projects.

ORGANISATIONAL CONTEXT
The Deputy Vice Chancellor Academic oversees the planning, quality and delivery of education experience provided to Macquarie University’s undergraduate and postgraduate students. A key area in this portfolio is the Office of the Executive Director, Student Engagement and Registrar.

Functions within the Office of the Executive Director, Student Engagement and Registrar are responsible for supporting student personal social and professional success of students to graduation. The admission areas within the portfolio are responsible for maintaining an:

- Integrated service delivery model that supports comprehensive connected services, systems and information
- Effective and accessible student policies and procedures
- Services and programs that support student wellbeing
- Engaging student life that promotes student belonging, retention and success

The Beacon Program of work, which includes major IT projects, changes to business processes, service delivery and student experience is a major stream of work within the Student Success Strategic Framework. It critically underpins the delivery of Curriculum Transformation which in turn is fundamental to Student Success.

The Integration Specialist is responsible for the implementation of integrations as scoped, defined and designed to deliver business solutions and to support the University business needs.

ORGANISATION CHART

- Executive Director, Student Engagement & Registrar
- Director, Student Systems Transformation
- Program Manager Organisational Readiness
- Project Manager(s)
- Change Manager
- 3 x Casual Change Analysts
- Integration Specialist

Applications Services Manager - IT Department
<table>
<thead>
<tr>
<th>KEY ACCOUNTABILITIES</th>
<th>POSITION CONTEXT</th>
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| • Ensure the integrations are implemented to the standard as approved or recommended by Solution Architecture.  
• Ensure that the all integration is completed on the University’s Enterprise level Integration platform.  
• Analyse client technology, define business requirements and participate in risk analysis with Solution Architecture.  
• Responsible for significant program development and implementation of integration for strategic core business application.  
• Conceptualise, develop and review major policies for integration strategies for core business application.  
• Supervise contractors and other project resources as required.  
• Work independently with a high level of autonomy to make critical integration decisions.  
• Provide strategic support and advice to the Project when required.  
• Assist the Project Team to execute high levels of process change.  
• Ensure that best practice approach is used in project integration wherever possible.  
• Support the deployment of solutions as and when required.  
• Design process maps to support the integration process.  
• Participate in Unit and UAT testing and documentation.  
• Ensure effective knowledge transfer, process documentation development and information sharing.  
• Comply with relevant EEO and WHS regulations.  
• Perform any other duties as required and as appropriate for the incumbent’s HEW level. | Reports to: Project Manager with indirect reporting to the Information Technology Applications Manager  
Positions Reporting to:  
Direct: nil  
Indirect: nil  
Key Direct Clients: • Director Student Administration  
• Director Student Connect  
• Project Beacon Teams  
• Director Strategic Planning and Information  
• Project Teams  
• Senior Managers  
• Immediate team members  
Other Key Relationships: • Information Technology staff  
• Student Administration staff  
• External vendors  
Budget Accountability: N/A  
Role-specific Conditions: N/A  
Scope and autonomy: Develops and/or modifies organisation wide policies or manages specialised projects which require a high level of interpretation and subject matter expertise.  
Problem solving: Regularly develops and/or modifies organisation wide policies to identify, develop and implement new initiatives, processes and programs which impact at a university wide level or within an area of specialisation. |
## Capability Framework

Capability Frameworks describe the behaviours, skills, attributes and experience required to successfully perform a position or group of similar positions.

<table>
<thead>
<tr>
<th>COMPETENCIES</th>
<th>Attributes</th>
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<tbody>
<tr>
<td><strong>Influencing and Persuading</strong>: Building commitment by convincing others and winning them over to a particular point of view.</td>
<td>- Perseverance: Persevering despite obstacles to ensure tasks are completed.</td>
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<td><strong>Implementing Systems</strong>: Adopting a systematic and organised approach, and developing and utilising guidelines and procedures.</td>
<td>- Flexibility: Responding effectively to unexpected or changing circumstances.</td>
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<td><strong>Setting Expectations</strong>: Stating clearly what is expected from others, clearly expressing ideas, and maintaining a precise and constant flow of information.</td>
<td>- Reliability: Meeting commitments and responsibilities.</td>
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<td><strong>Delegating</strong>: Enlisting the talents of others to help meet objectives by giving them important activities and sufficient autonomy to exercise their own judgement.</td>
<td>- Interpersonal Impact: Making a positive impression on others in a range of interpersonal contexts.</td>
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<td><strong>Tracking Performance</strong>: Taking nothing for granted and persistently monitoring the progress of activities to ensure they are completed on time.</td>
<td>- Resilience: Dealing effectively with and recovering quickly from setbacks or pressure.</td>
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<td><strong>Delivering Outcomes</strong>: Holding high expectations for and pushing self and others to achieve at high levels.</td>
<td>- Accountability: Assuming responsibility for making decisions and delivering agreed outcomes.</td>
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<td><strong>Leading and Directing</strong>: Taking the lead and exercising influence when managing complex situations and/or making critical business decisions.</td>
<td>- Integrity: Maintaining confidentiality, discretion and professionalism.</td>
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REQUIRED KNOWLEDGE
Qualifications, technical and/or professional skills and information needed from day one for successful performance.

- Computer Science degree or equivalent combination of education and experience.
- A detailed understanding of software systems design and technical concepts.
- Knowledge of Integration Platforms and API Management.
- Knowledge of monitoring and log analytics.
- Test automation and Continuous Integration & Deployment (CI-CD).
- Has experience working in Agile, sprint and delivery focused environment.

ACQUIRED KNOWLEDGE
Organisational and/or professional skills and information to be developed within the first 3 to 6 months in the role for successful performance.

- Knowledge of the Student Administration functions and structure.
- Knowledge of the Student Administration policies, systems, processes and procedures.
- Understanding the external technological context relevant to systems transformation.
- Knowledge of how the University works and how relevant functions across the University interrelate.

KEY EXPERIENCES
Practical experiences and exposure to specific environments or activities related to successful performance.

- 5+ years’ experience in design and build of integration solutions.
- Certified as Dell Boomi developer.
- Strong background in analyzing, designing and implementing of integration scenarios.
- Demonstrated knowledge of technical process mapping skills and process workflow documentation.
- Experience of working on data integration projects, understanding of different integration patterns.
- Strong experience with common integration patterns, integration security practices and API platform design.
- Strong experience working with Amazon Message Queue, Message broker design.
- Strong experience with building Restful API’s, Webservices.
- Strong experience with XML and JSON.
- Experience with end to end integration testing and problem troubleshooting.
- Strong SQL querying skills (Oracle DB), programming experience with Java/Groovy, understands sequence diagrams.
- Experience in data architectures (e.g. event driven architectures, stream processing, and integrating real time analytics into customer applications).
- Excellent communication skills.