

POSITION DESCRIPTION – TEAM MEMBER

Position Title	Solutions Architect - Applications	Department	Information Technology
Location	Sydney or Melbourne	Direct/Indirect Reports	Nil
Reports to	Information Security Manager	Date Revised	Jul 2020
Industrial Instrument	Social Home Care and Disability Services Award		
Job Grade	Job Grade 6	Job Evaluation No:	HRC0019911

■ Position Summary

The Solutions Architect – Applications role acts as an important link between the business units and IT in ensuring that solutions are designed to meet requirements while also aligning to the overall IT strategy and enterprise architecture. Having mastered skills in software development and system integration, this role provides technical leadership across the organisation, from strategic decision making down to the project planning level.

As a technical expert, the Solutions Architect – Applications will stay abreast of industry trends and new technology to contribute to the development of technology roadmaps and support the transition to future state architecture. This role may also provide direct support and coaching to the IT leadership team as they help their direct reports deliver contemporary solutions.

■ Position Responsibilities

Key Responsibilities

- Understand existing architecture landscape and information technology roadmap
- Contribute to development and implementation of the information technology roadmap including evaluation and selection of future technologies
- Conduct research on emerging technologies in support of systems development efforts and recommend technologies that will enable new capability, increase cost effectiveness and systems flexibility
- Proactively communicate and collaborate with internal and external customers to analyse functional requirements and deliver the following artefacts as needed: solution requirements, solution design, functional specification and interface design whilst ensuring these deliverables are in line with existing Enterprise Architecture
- Critically evaluate information gathered from multiple sources, reconcile conflicts, decompose high-level information into details and distinguish user request from the underlying true needs
- Identify, develop, and design business improvement solutions based within the current architecture landscape and organisational goals/objectives
- Model business and systems processes based on findings through use case scenarios, workflow diagrams, and data models
- Review new and existing solutions design projects and procurement or outsourcing plans for compliance with standards and architectural plans
- Where applicable, design, develop, and oversee implementation of end-to-end integrated solutions
- Once a solution has been selected, monitor, comment and assess impact of all design changes

- Provide architectural expertise, direction, and assistance to Business Analysts, Systems Engineers, Network Engineers, other Architects, and software development teams
- Build and maintain repository for solution design and architecture deliverables and methodologies
- Develop, document, communicate, and enforce a policy for standardising technology and software as necessary.

■ Position Selection Criteria

Technical Competencies

- A background in software development with ability to code using at least two programming languages
- Experience in one of the following solutions ERP, CRM, Supply Chain, Point of Sale or Financial Packages
- Working experience and knowledge of APIs, SDKs, ETLs
- Comprehensive understanding of software development lifecycle (SDLC), continuous integration, agile software development methodologies, values and procedures
- Strong analytical skills, including a thorough understanding of how to interpret customer business needs and translate them into practical application and operational solutions
- Demonstrated ability to produce design artefacts: application and technical design/specifications, functional specification, data flow diagrams, ERD diagrams, UML modelling techniques, interface designs
- Demonstrated experience in facilitation of business solution workshops involving participants from senior management to business users
- Demonstrated ability to conform to shifting priorities, demands and timelines through analytical and problem-solving capabilities
- Demonstrated experience in business transformation initiatives, Data Analysis, System Functional /Non-Functional Analysis
- Hands on experience with enterprise data models, including the definition and capture of requirements
- Experience working with complex data models and knowledge of best practice data standards
- Ability to deliver solution architectures conformant with a TOGAF 9 defined Enterprise Architecture
- Good knowledge of applicable data privacy practices and laws
- Excellent verbal and written communication skills and the ability to interact professionally with a diverse group including subject matter experts, managers and executives
- Experience at working in a team-oriented, collaborative and consultative environment
- Able to quickly learn, understand and integrate new technology
- Proven ability to operate effectively in a geographically diverse environment.

Qualifications/Licenses

- Relevant tertiary qualifications, skills and/or experience in solution design capacity or related fields
- TOGAF 9 Certified
- COBIT 5 Foundation
- Professional membership of IEEE, ACM or similar desirable.

Behavioral Capabilities

- **Personal effectiveness | Solving problems |** Demonstrated ability to identify situations or issues, consider options and develop solutions. Ability to communicate any problems, implement solutions and monitor appropriate actions.
- **Team effectiveness | Collaborating |** Demonstrated capability to work with others to reach common goals, sharing information, supporting and building positive and constructive relationships.
- **Team effectiveness | Managing performance |** Demonstrated capability to take ownership of work and use initiative to deliver results. Accountable for own performance and ability to set clearly defined objectives for achievement.
- **Organisational effectiveness | Thinking strategically |** Demonstrated understanding of how an individual's role and work contributes to achieving organisational goals. Ability to think ahead and plan accordingly.
- **Organisational effectiveness | Innovating and improving |** Demonstrated ability to identify and raise issues regarding ineffective work processes and take initiative to make improvements.

■ General Conditions

All Red Cross staff and volunteers are required to:

- Adhere to the 7 fundamental principles of Red Cross:
Humanity | Impartiality | Neutrality | Independence | Voluntary Service | Unity | Universality
- Act at all times in accordance with the Australian Red Cross Ethical Framework and Child Protection Code of Conduct
- Demonstrate skill, knowledge and behaviour to work with Aboriginal and Torres Strait Islander people in a culturally respectful way
- Comply with the Work Health and Safety management system
- Undertake a police check prior to commencement and every 5 years thereafter. Police check renewals may be required earlier than 5 years in order to comply with specific contractual or legislative requirements
- Support a child safe organisation by undertaking screening for suitability to work with children, youth and vulnerable people and to comply with relevant state/territory legislative requirements
- Assist the organisation on occasion, in times of national, state or local emergencies or major disasters