

# MELBOURNE WATER POSITION DESCRIPTION

## Cyber Security Architect

REPORTS TO:		DIRECT REPORTS AND TEAM SIZE:	
Manager – Chief Architect		This role has 0 direct reports, and works within a team of <b>6</b> employees.	
THIS ROLE EXISTS TO: (PURPOSE)			
<p>The purpose of the Security Architect role is to provide security architecture leadership, including planning and governance, to enable the effective planning, implementation and use of digital technology.</p> <p>The Security Architect works closely with the business at a senior level to facilitate Architecture options analysis and decisions to ensure solutions are designed to meet business security needs, project and program requirements as aligned to the Digital Strategy. This role is key to engagement and communication between the Business and technology Stakeholders to ensure solutions are secure, are consistent with the architecture principles and support the Digital Strategy.</p>			
KEY ACCOUNTABILITIES:			
<p>Security Architecture:</p> <ul style="list-style-type: none"><li>• Lead the design and implementation of security architecture standards, patterns and guidelines</li><li>• Assess the architecture and solution designs for compliance to security patterns and standards</li><li>• Identify and assess security risks, recommend, and document risk treatment actions, in respect of ICT services, solution designs and technology architectures.</li></ul> <p>Engagement &amp; communication:</p> <ul style="list-style-type: none"><li>• Collaborate with Cybersecurity team on information security management, progress on risk treatment activities, security incidents and policy exceptions</li><li>• Communicate security architecture to all relevant stakeholders, and collaborate with them in ensuring that these remain relevant</li><li>• Engage with operations and delivery resources to provide security architecture guidance during project planning and execution, for example with product selection decisions</li></ul> <p>Governance over solution architecture delivery:</p> <ul style="list-style-type: none"><li>• Ensure that planning and execution of projects and programs is aligned with enterprise architecture and Digital Strategy</li><li>• Participate in the relevant tender evaluation process to ensure Security Architecture and IT requirements are met</li></ul> <p>Architectural maintenance:</p> <ul style="list-style-type: none"><li>• Ensure that architectural artefacts repositories are actively maintained and up-to-date</li></ul> <p>Safety:</p> <ul style="list-style-type: none"><li>• Taking care of own and colleagues Health and Safety through identification and reporting of hazards and active involvement in improvement initiatives.</li></ul>			
KEY RESPONSIBILITIES		KPIs	
<p>Security Architecture</p> <ul style="list-style-type: none"><li>• Establish a strategic security architecture vision, including standards and frameworks that align with the overall business strategy.</li><li>• Work collaboratively with the IT security and risk team to facilitate comprehension and delivery of the target state security architecture</li><li>• Define the overall direction, current and target state security architecture (including roadmaps, architecture principles and standards)</li></ul>		<ul style="list-style-type: none"><li>• Security architecture for Melbourne Water is developed and maintained</li><li>• Measureable uplift in Melbourne water security posture</li><li>• Feedback from key stakeholders on the relevance and usefulness of the security architecture</li></ul>	

Job level: Hay 17

Assessed by: P&C

Date Assessed: June 2021

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<ul style="list-style-type: none"> <li>• Produce high-level architecture artefacts for communication purposes (e.g. representations of current and target state architectures)</li> <li>• Define and apply security architecture principles for solutions</li> <li>• Create high-level Architecture overviews for security lead initiatives</li> <li>• Create high-level solution architectures, often for use as the basis for an RFI (Request for Information) or RFT (Request for Tender) for security lead initiatives</li> <li>• Develop and facilitate security architecture decisions that meet business needs and architecture principles</li> </ul>	
<p>Engagement &amp; communication</p> <ul style="list-style-type: none"> <li>• Engage with business and technical teams to understand business needs and drivers (this engagement is at a strategic rather than operational level)</li> <li>• Act as a trusted advisor to business</li> <li>• Act as an internal consultant, providing advice to business on a range of IT-related matters (and involving other members of the IT team when appropriate)</li> </ul>	<ul style="list-style-type: none"> <li>• Participation at relevant business consulting and program management meetings and workshops</li> <li>• Stakeholder satisfaction feedback</li> </ul>
<p>Governance over security architecture execution</p> <ul style="list-style-type: none"> <li>• Exercise governance over the target architecture, working closely with relevant stakeholders to ensure consistency with business requirements and established principles and standards</li> <li>• Develop, analyse and recommend solution options</li> <li>• Facilitate development and ratification of architectural decisions through the architectural review board</li> <li>• Work with Vendor Architects to ensure smooth delivery of designs and alignment to Architecture Governance Authority (AGA) standards</li> <li>• Provide subject matter expertise to IT delivery teams and other parties (such as vendors) throughout the project lifecycle</li> </ul>	<ul style="list-style-type: none"> <li>• Architectural guidance and decisions are made within acceptable project timeframes</li> <li>• Artefacts, overviews, designs and other architectural materials are available to delivery teams in a timely manner.</li> <li>• Architectural decisions represent best value for Melbourne Water, are made in a structured manner, and are well documented</li> </ul>
<p>Maintains architecture repositories</p> <ul style="list-style-type: none"> <li>• Document current state architectures</li> <li>• Ensure that architectural artefacts are properly captured, and manage the associated repositories</li> </ul>	<ul style="list-style-type: none"> <li>• Current state architecture documentation and artefacts are complete</li> </ul>

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Other	<ul style="list-style-type: none"><li>• Member of the Architecture Reference Group (ARG) and project Design Authorities as required</li><li>• Undertake other duties as may be assigned from time to time by the Strategy, Architecture and Innovation manager or the Chief Technology Officer</li><li>• Evaluating performance, efficiency and value of technology and formulation and direction of strategic plans for on-going improvement</li><li>• Contributing to research and evaluation of new technologies.</li><li>• Providing knowledge sharing and skills development for staff members in developmental roles</li></ul>	<ul style="list-style-type: none"><li>• As defined by the TDA Charter</li></ul>
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### SKILLS, KNOWLEDGE AND EXPERIENCE REQUIRED:

- Architecture knowledge and skills
  - Experience of developing security architectures across operational technology and information technology
  - Experience developing security solutions working across a range of security domains and technologies including cloud, data protection, identity and access management, vulnerability management, encryption endpoints, network, and perimeter controls.
  - Experience with regulatory compliance and information security management frameworks such as ISO27000, SABSA, COBIT, NIST 800, and Australian government frameworks like the Protective Security Policy Framework and the Information Security Manual.
  - Sound knowledge of architecture discipline and methods
  - Preferably a balance between high-level strategic architecture and detailed technical architecture skills
  - Appreciation for the business drivers and impacts of architecture
- Self-management skills
  - Able to work independently with minimal supervision
  - Able to exercise a high level of initiative
  - Able to demonstrate a high level of conceptual thinking, judgment and discretion
- Interpersonal skills
  - Very strong interpersonal skills: able to build and sustain effective working relationships at all levels, but particularly with senior business and IT stakeholders
  - Strong consulting skills and an ability to discuss IT requirements with the business in non-technical terms when required
  - Able to exercise influence over decision-making, without reliance on formal authority
  - Able to work effectively as part of a team
  - Strong written and verbal communication skills e.g. the ability to facilitate group discussions
- Project Management skills and experience
  - Appreciation of all phases of standard IT project methodologies (Waterfall and Agile)
  - Skilled in project planning and project estimation
- Analytical skills
  - Sophisticated conceptual analysis and problem-solving skills
  - Able to formulate solutions at a conceptual level and compare and evaluate potential solutions
  - Strong technical know-how - understanding of a broad range of technologies and their applicability
- Learning orientation

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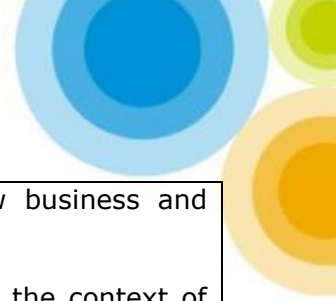
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## Cyber Security Architect



- Able to rapidly acquire a sound high-level understanding of new business and technical domains
- Strategic orientation
  - Able to think strategically, to “see the big picture” and understand the context of detail
- Experience in utilities or related industry preferred
- Relevant tertiary qualification or demonstrated equivalent professional experience

### KEY RELATIONSHIPS:

All Melbourne Water employees are responsible for managing aspects of our customer/stakeholder relationships and service interactions, and will work proactively to deliver a consistent customer experience.

### INTERNAL

The Security Architect will be required to deal with a wide range of Melbourne Water people across the organisation. Particular stakeholders will be:

- IT Security and risk management
  - Collaborate on the development and delivery of Cyber Security Program of Work
  - Collaborate with Cybersecurity team on information security management, progress on risk treatment activities, security incidents and policy exceptions
- Business stakeholders
  - Works with senior business stakeholders to understand business direction and drivers, and to align IT plans, projects and delivery
  - Works with business stakeholders on specific needs or opportunities
  - Collaborates with business teams through involvement in key forums
- IT Leadership Team
  - Works closely with IT Leadership Team to ensure that proposed plans and solutions have the support of the IT organisation and align with the IT Digital Strategy
- Architects / Systems Managers / Infrastructure / IT Operations / IT Service and Program Delivery
  - Works with other IT parties to understand the current and planned technology landscape and how potential solutions fit into this
  - Widely collaborates with the necessary parties to ensure that the scope and vision for programs are appropriate and feasible
- Project resources
  - Works with Digital Strategy Office, Program Managers, Project Managers, Business Analysts and other parties to shape solutions and ensure appropriate architecture governance at the program level

### EXTERNAL

- The Security Architect is required to work with a range of people external to Melbourne Water. This includes third party service providers, customers, external project managers, consultants, research organisations, auditors, industry peers and major technology suppliers.

### SALARY RANGE:

Melbourne Water reserves the right to remunerate people according to their ability to perform the functions of the role based on their qualifications, skills and experience.

### OTHER COMMENTS:

This role requires the following:

- Candidates should have a tertiary qualification in Information Technology with an emphasis on systems architecture, or equivalent knowledge demonstrated through extensive practical and professional experience.

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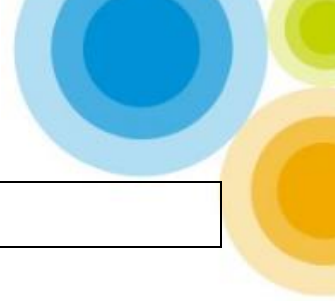
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Location: 990 Latrobe Street, Docklands



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