

Job description

POSITION TITLE:	SOLUTION ARCHITECT	Direct Reports:	#
REPORTS TO:	SOLUTION DEVELOPMENT MANAGER	Indirect Reports:	#
UNIT/BRANCH/DIVISION	Solution Development	Date approved:	##/##/####

Function

This position resides in the Solution Development branch within the broader ICT Strategy and Programs division of Company X. Headed by the Solution Development Manager, this branch is responsible for the ICT Solution Build function of the organization and therefore consists of the following key technical groups.

1. Solution Architects
2. Technology Specialists (SME)
3. Business Analysts
4. Technology Writers

In performing ICT solution builds, this branch is responsible for servicing customer requirements, against Company X's published Service Catalog, and Company X strategic technology enhancements, defined by the ICT Strategy and Planning branch. A key part of this is to perform a gating function for all new business requests to ensure those customer requests that cannot be service from the current Service Catalog are escalated to ICT Strategy and Planning.

Key Relationships

In addition to the above technical groups, this branch works closely with several branches across Company X as outlined below

ICT Strategy and Program Branch	Key Relationships
Program Management	<ul style="list-style-type: none"> • Project Manager Resources • Project Governance
ICT Strategy and Planning	<ul style="list-style-type: none"> • Technology Architecture • Architectural Governance • Business Catalog
ICT Operations Branch	Key Relationships
Hosting Manager	<ul style="list-style-type: none"> • Operational Handover
Workplace Manager	<ul style="list-style-type: none"> • Operational Handover

Role Description

This position will have responsibility for scoping and designing applications / IT solutions for Company X and its customers, based on an approved Business Services Catalogue and Technology Architecture. Responsible for solution design within an allocated project this position will work collaboratively Business Analyst and Technical Specialists to deliver an approved solution design based on captured business requirements.

Key Accountabilities

- Product Solution Design and associated functional specifications within the Company X defined Technology Architecture
- Assist in the development and implementation of migration plans and associated acceptance testing criteria.
- Liaise with customer facing groups as needed to accurately document each solution requirements and appropriate method of fulfillment against current Services Catalogue.
- Identify areas of design that are outside the scope of existing Technology Architecture Standards for escalation into ICT Strategy and Planning branch.
- Ensure the quality of technical input into Solution Designs by subject matter experts.
- Ensure the IT solution will satisfy the business needs in a cost effective, resilient and operable fashion.
- Ensure solutions do not impose security risk to the Business.
- Ensure the chosen architectural solutions are scalable in order to satisfy the future demand.
- Follow the mandatory and recommended practices of the reference architects and approved standards when designing solutions.
- Ensure all Architectural governance mechanisms are adhered to as part of each Solution Design.

Key skills, behaviors and experience

(for recruiting purposes selection criteria is in bold)

- **Minimum of 5 years of professional experience as a Solution Architect.**
- **Technical Competency with the following Infrastructure technologies**
 - Windows and Solaris Server Platforms
 - SAN Storage (HP & EMC preferred)
 - Cisco Network
 - Enterprise Security Devices
- **Technical Experience with solution design in the following areas.**
 - J2EE and .NET applications (Websphere, SQL, Oracle, IIS, IHS)
 - Messaging and Collaboration Services (Lotus Domino Suite)
 - Client Desktop SOE (Microsoft, Citrix)
- **Demonstrated experience in designing successful IT customer solutions.**
- Understanding of Enterprise Architecture methodology
- **Strong documentation skills using MS Word and Visio products.**
- Strong Analytical skills
- **Ability to communicate with business client to capture technical requirement**
- Methodical and structured in their approach to tasks
- Demonstrated experience in creating, maintaining and following technical procedures.
- **Capability to organize and priorities tasks**
- Flexible approach and ability to work co-operatively within a team environment
- **Customer service focused and possessing a strong work ethic**