L&Q Group

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| Role title | Solution Architect | | | | | | | Date | | 09/07/18 | |
| Reports to Title | Director of Architecture & Chief Architect | | | | | | | Version | | FINAL | |
| DBS Disclosure Required: | Yes |  | No | X | Standard |  | Enhanced |  | Enhanced  + | |  |
| Responsibility for End Results | | | | | | | | | | | |
| Accountability for the solution design and technical architecture of L&Q products. The role holder will be responsible for delivering appropriate IT solutions to L&Q and furthering the architectural strategy to contribute to the strategic IT roadmap. | | | | | | | | | | | |
| *Key Responsibilities / Deliverables:* | | | | | | | | | | | |
| Main Accountabilities: List the major activities or functions necessary to achieve the job’s end results. The percentage of time spent on each of these should add up to 100%. | | | | | | | | | | | *Time (%)* |
| 1. Leadership and management including customer service/ values   * Provide recommendation architectures that fit in with the L&Q architecture roadmap and plans and ensure the selection of components and interfaces for L&Q solutions fit in appropriately * To carry out business systems and data analysis, investigating corporate data requirements and developing requirements specifications * To produce technical and detailed design documentation / solution architecture in collaboration with the Technical Design Authority, Technical and Data architecture teams * To work equally between all L&Q software platforms, projects and business areas | | | | | | | | | | |  |
| 2. Strategy/ achieving objectives   * Work with the Chief Architect to ensure that strategic roadmaps are created in accordance with business and solution requirements * Ensure to ensure that L&Q solution designs are in line with the appropriate L&Q architecture standards and policies – furthering the IT architecture roadmap * Enforce & promote standard architectural patterns wherever possible within solution designs * Explore and promote business advantages of IT innovations * Identify and evaluate evolving technologies and COTS solutions alongside business requirements, and actively promote new technology solutions and emerging trends that provide best fit solutions for L&Q * Additional Duties as required by management, this may include travel between L&Q sites | | | | | | | | | | |  |
| 3. Working with others – internal   * Work with the users, sponsors and stakeholders at all levels of the organisation to understand architecture requirements and present recommendations * Lead on solution design as part of an Agile Engineering Team / ‘Squad’ as key input * Work with the Data & Integration Architect to ensure solutions are appropriately designed from a Data and Integration standpoint * Work with the Service Delivery team to ensure solutions are supportable | | | | | | | | | | |  |
| 4. Working with others – external   * Work with relevant 3rd parties to design solutions and implementation of best practice systems * Explore new IT systems and technologies that may further enhance L&Q’s ability to satisfy it’s strategy or run a more efficient business * Maintain awareness and knowledge of industry developments and trends that influence or affect the elements of the IT strategy and present opportunities. * Work to deliver and manage proof of concepts to demonstrate value of potential solutions and services | | | | | | | | | | |  |

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| 5. Budgetary responsibility   * Promote decision making based on sound understanding of commercial impact in terms of long term costs to deliver and maintain offset against measurable commercial benefits * Solution costs and budget estimation in planning and run phases – ensuring solutions delivered are fit for purpose and provide value for money to L&Q | | | |  |
| 6. Compliance   * Ensure compliance and regulatory governance are complied with and built into every solution * Ensure technologies being used and tested fall within L&Q compliance and security guidelines | | | |  |
| 7. Records and systems  • Work with regulatory teams and auditors to maintain compliance activities | | | |  |
| 8. Risks   * Support the management of relevant risks including security and business continuity * Ensure that risks in areas such as Service availability, Security, DR etc are highlighted and managed accordingly during the solution lifecycle | | | |  |
| Financial Responsibility: Enter below any revenue, operating or capital budgets for which the role is accountable. | | | | |
|  | | | | |
| People Responsibility:  Indicate below the number of employees for which the role has supervisory / management responsibility. If the number varies, indicate an average or a range. | | | | |
|  | | *Direct Reports* | *Indirect Reports* | |
| Total Employees | | 0 | 0 | |
| Please list below any outsourced service providers that are managed by the role (e.g. payroll), or any functional / project management responsibilities. | | | | |
|  | | | | |
| Technical Knowledge/Skills | | | | |
| List of technical knowledge/ skills required to successfully perform the job role; including professional qualifications | | | | |
| • Deep understanding of Agile and continuous delivery practices, including fast feedback, team autonomy, and monitoring | • Experience working as a Solutions Architect, and familiar with standard industry methods tools and processes to support an architecture function | | | |
| • Excellent solution design and documentation abilities, with the interpersonal skills to be able to promote and maintain adherence to current strategies | • Experience solutioning across Cloud solutions and hybrid Cloud / On-Prem architecture – with the aim to reduce complexity and improve value for money of solutions | | | |
| • Demonstratable ability to understand and translate business strategies into architectural requirements & collaborate with the business to improve options and where appropriate improve / change business processes to harness the potential of IT innovation | • Knowledge of application development architectures, tools, technology frameworks and security principles | | | |
| • Specialist technical knowledge in some of the following areas:   * COTS products in these areas (CRM, Doc Management, Collaboration, Enterprise Content Management, Analytics, Performance Management) * MS Azure, Microsoft Dynamics CRM , O365, Dynamics 365 * .Net, C#, Microsoft tool set * Systems integration & interfaces (APIs/SOA/ ESB/XML/Java/J2EE or similar) * Working knowledge of MS SQL and DB tools Common data & Shared services environments * Identity management / Authentication products * Computer Telephone Integration - multi site, cloud/on premises * Familiarity with DevOps and Test environment | • Experience of gathering requirements from all levels of a business, and where appropriate providing options to change business mindset to improve efficiency | | | |
| L&Q Values | | | | |
| These are our guiding principles. They describe how we deliver our mission and vision through our behaviours and actions. | | | | |
| People | | | | |
| • We care about the happiness and wellbeing of our customers and employees | | | | |
| Passion | | | | |
| • We approach everything with energy, drive, determination and enthusiasm | | | | |
| Inclusion | | | | |
| • We draw strength from our differences and work collaboratively | | | | |
| Responsibility | | | | |
| • We own problems and deliver effective, lasting solutions | | | | |
| Impact | | | | |
| • We measure what we do by the difference we make | | | | |
| Other | | | | |
| * Commit to supporting L&Q’s environmental policy and social mission * I will comply with all L&Q Health and Safety policies and procedures and commit to working towards best practice in the control of health and safety risks | | | | |