

ROLE DESCRIPTION

Job Title	Enterprise Architect
Salary Band	37-40
Reporting to	Senior Enterprise Solutions Architect
Directorate	Resources
Service Area and sub area	Digital Services & Transformation
Team	Design & Delivery
Political Restriction	None

1. Primary Purpose of the Post
<p>As Enterprise Architect you will report directly to the Senior Enterprise Solutions Architect to successfully determine, design, and develop new technology solutions that align with the business need in Liverpool City Region Combined Authority (LCRCA), as well as bridging the communication gap between technical and non-technical experts involved in an IT project.</p> <p>The Enterprise Architect (EA) will work closely with the Project Management Office to serve as an overarching reference for the entire project setting, including the direction and expectations for the implementation phase.</p> <p>The EA will be the Technical Design Authority for the programme/project providing technical leadership, technical direction and will provide mentoring for the technical community as required.</p> <p>Fundamentally this role will be tasked with producing detailed technology roadmaps for their subject matter area, detailing, and owning technical investment plans and strategies for but not limited to end user devices, tools, hardware, and complete end to end systems and infrastructure.</p> <p>The EA will work with the wider EA and senior Digital team to identify innovation to improve service delivery and to reduce operational costs in many parts of the organisation, from data security to daily operations.</p> <p>The role requires an Enterprise and/or Solutions Architect who can demonstrate an expert and broad level of technical and solution design skills. This role will also require an individual who is flexible to manage a heavy workload whilst maintaining a healthy work-life balance.</p>
2. Your responsibilities
<ul style="list-style-type: none"> Using relevant tools and techniques to manage knowledge and utilising those systems for future IT/Digital decision making

- Inputting into significant IT system decisions both in change and BAU
- Advising on financial investment, creating business cases, and making cases for change to senior executives
- Advising on corrective technical measures, mitigating risk and issues
- Developing standards, increasing knowledge management in the wider EA team
- Advising on process and policy to improve experience of users and increase efficiency in the delivery of the Digital Service.
- Troubleshooting business problems and advising on technical solutions
- Providing strategic and technical mentoring for operational teams
- Promoting and supporting system and infrastructure design using a TOGAF based approach.
- Preparing proposals and estimates for the design and implementation of IT systems that strategically align IT with organisation aims and objectives.
- Detailing, and owning technical investment plans that directly impact business areas
- Proactively identify business capability and IT service gaps and contribute to improvement efforts.
- Works to agreed objectives and plans but has freedom to interpret these and work within policies.
- Perform ad-hoc duties outside of subject matter area as requested.

3. General Corporate Responsibilities

- Works with business and IT leaders to evaluate the effectiveness of technologies and workflows that impact business users through regular engagement and support where required.
- Through regular Service meetings, cross site working and customer contact, develop and maintain effective communication and good working relationships and engagement with other departments, divisions, third party suppliers, partnership organisations and external bodies with clear explanation of proposed concepts and end goals.
- Ensures own professional knowledge is regularly updated and keep abreast of relevant high-level developments and innovation in all areas of Digital and IT. Keeps up to date with Local Government publications using experience and knowledge of IT.
- Create an environment that invites discussion and the freedom to speak up.
- Able to demonstrate a commitment to and understanding of the importance of treating all individuals with dignity and respect appropriate to their individual needs.
- Able to absorb and deal constructively with criticism and seek support, as necessary.
- Ability to maintain an effective work life balance.



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4. Recruitment Plan
Competency Based Interview Assessment

PERSON SPECIFICATION

Job Title: Enterprise Architect

Criteria		
Qualifications and Training	E = Essential D = Desirable	Identified By
Degree or Equivalent experience	E	Application/ Interview
Formal technical training – i.e., MCP, MCSE.CNE, AZURE or equivalent experience.	E	
Formal qualifications –ITIL v4 Foundation, Prince2, TOGAF, COBIT, CCNA, CCSE, Microsoft technical certification, VMWare, CISSP, CISM)	D	

Experience and knowledge	E = Essential D = Desirable	Identified By
A proven track record of 3-5 years of experience in a similar EA or SA type role	E	Application/ Interview
A proven and demonstrable diverse set of technical, business, and leadership skills in architecture, systems design, and strategic planning	E	
Experience in digital transformation initiatives, optimizing business processes with the use of advanced technology like AI, machine learning, big data, and automation.	E	
Experience in cloud migration and creating hybrid cloud environments.	E	
In depth knowledge of operational and procedural aspects of IT hardware, networking, and peripherals.	D	
Experience in defining and creating architecture models, blueprints, and roadmaps.	D	
Cloud architecture knowledge (AWS, Azure, Google Cloud) for both private and public cloud models.	E	
Knowledge of Service-Oriented Architecture and API management for integration across systems.	E	
Familiarity with ERP, CRM, and custom-built applications.	D	
Proficiency with databases (SQL, NoSQL), data models, and data governance.	D	
Understanding of DevOps practices	E	

Skills and abilities	E = Essential D = Desirable	Identified By
Active and extensive problem solving and analytical skills.	D	Application/ interview
Strong collaboration, teamwork and relationship building skills across multiple levels and functions in the organisation.	E	
Ability to listen, build rapport, and credibility as a strategic partner vertically within the business unit or function, as well as with leadership and functional teams.	E	
Ability to meet and set deadlines and effectively deal with competing demands whilst meeting tight deadlines.	E	
A strategic thinker focused on business value results that utilise technical solutions.	E	
Ability to lead change using positive and collaborative methods.	D	
Skilled at conflict resolution and problem solving to achieve win-win outcomes.	E	
Diplomacy: able to influence and motivate others using personal rather than positional power.	D	
Effective communication skills in writing, speaking, and presenting.	E	
Highly skilled at creating business requirements documents, use cases, user acceptance test plans, process flow and data flow diagrams.	D	

Personal Attributes	E = Essential D = Desirable	Identified By
Must be able to demonstrate a clear understanding of core organisation values and be able to articulate in practice.	E	Application/ interview
An innovator and strategic thinker who can see and communicate the vision to others and translate this into achievable milestones.	E	
Flexible working at peak periods	E	
Able to make quick assessments of and draw logical conclusions from situations.	D	
Must have working knowledge of MS Office, MS Teams, and comfortable learning new systems.	E	

Core Behavioural Competencies	E = Essential D = Desirable	Identified By
Conscientious, flexible, and resilient.	E	Application/ interview
Excellent time management skills.	E	
A positive “can do” attitude and a positive attitude to change.	E	



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Committed to providing an excellent service to the organisation and able to create an inherent customer focus across the team.	E	
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