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## **JOB DESCRIPTION**

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**Job Title:** Enterprise Architect

**Grade:** E

**Department:** Technology, Data and Enterprise Renewal

**Main purpose of job:**

The Enterprise Architect (EA) plays a critical role in aligning business strategy with technical solutions across different organisational levels.

The EA's scope of activities includes helping the organisation grow revenue, optimising costs and mitigating risks. They will focus on understanding and applying existing, new and emerging technologies to transform and optimise business and operating models. The EA's focus is to help the organisation plan, design, innovate and operationalise the digital enterprise.

They will be responsible for helping business leaders enable their future-state business capabilities that, in turn, drive the organisation's targeted business outcomes through the choice of initiatives the organisation chooses to invest in.

Additionally, the EA will lead the architecture practice as an internal consultancy, developing the architecture team and integrating architecture processes with business and IT functions. They guide the organisation in planning, designing, and operationalising digital strategies, while fostering a creative and supportive environment for the team.

**Responsible to:** Group CTO with direct line to the Transformation Director

**Budgetary responsibilities:** None but oversight of the Technology budget

**Responsible for:** Architecture Team (Likely 4 to 6 direct reports)

**Key Job Responsibilities:**

- **Lead** the Architecture Project team – Foundation, Data, Solution, Security and Infrastructure.

- Take ownership and be accountable for the design, governance, implementation and adoption of technology architecture elements within the RENEW Transformation Programme
- Collaborate and facilitate alignment of key stakeholders (Internal and external), ensuring the function aligns with best practices whilst being scalable and secure
- Work closely with colleagues in all Group locations, entities and the CAF Network to enable and realise benefits of the new systems. Ensuring synergies, efficiencies, and consistency across the CAF Group for the benefit of the customer.

The Enterprise Architect leads and coordinates all aspects of the EA practice, including:

- **Business Architecture:** Focused on guiding people, process and organizational change
- **Information Architecture:** Focused on the consistent sharing of information across the enterprise
- **Solutions Architecture:** Focused on developing a direction for managing the portfolio of to-be solutions
- **Technical Architecture:** Focused on evolving the technical infrastructure
- **Security Architecture:** Focused on managing IT risk through the exchange of information between people, systems and things inside and outside the organization.

## Competencies

- Knowledge of business models, operating models, financial models, cost-benefit analysis, budgeting and risk management.
- Understanding of the different types of agile principles, methodologies and frameworks, especially those designed to be scaled at the enterprise level.
- Understanding of existing, new and emerging technologies, and processing environments.
- Balance the long-term (“big picture”) and short-term implications of individual decisions and organisation goals.
- Translate business needs into EA requirements.
- Estimate the financial impact of EA alternatives.
- Apply multiple solutions to business problems.
- Rapidly comprehend the functions and capabilities of new technologies.
- Capable and comfortable with balancing time between foundational EA (Mode 1: renovating the core of the IT estate, ensuring efficiency and predictability) and vanguard EA efforts (Mode 2: concerned with business and operating model design, technology innovation, speed, agility and flexibility to achieve a unified and flexible EA that meets the organisation’s needs).

- Ready to think, behave and act in an innovative consulting manner to drive the organisation's digital business strategies.

### **CAF Values and Behavioural Indicators**

The CAF Values and Behavioural Indicators set out in a transparent and consistent manner the explanation of the performance expectations of all CAF People. Through the use of common language and common standard, it combines a set of behaviours with the required technical skills and knowledge needed to effectively perform in any given role in CAF. This is used for the assessment, management and development of performance of all our people across CAF

Please refer to the link: [CAF values and indicative behaviours](#) for the CAF Values and Behavioural Indicators.

**Dated:** September 2024

## PERSON SPECIFICATION

**Job title:** Enterprise Architect

**Dated:** September 2024

Attributes	Essential ✓	Desirable ✓	How Evidenced
<b>Experience</b> <ul style="list-style-type: none"> <li>• Significant compliance experience in a financial services business</li> <li>• Experience in Microsoft applications, technologies and architectures is essential.</li> <li>• Significant experience in at least three disciplines, such as business, information, solution or technical architecture, application development, middleware, information analysis, database management or operations in a multitier environment.</li> </ul>	✓ ✓ ✓		A/C
<b>Qualifications</b> <ul style="list-style-type: none"> <li>• Master’s or bachelor’s degree in business, computer science, computer engineering, electrical engineering, system analysis or a related field of study, or equivalent experience.</li> </ul>	✓		A/E
<b>Training</b> <ul style="list-style-type: none"> <li>• Attendance at relevant professional forums / seminars / workshop</li> </ul>	✓		A/C/E
<b>Specialist Skills/ Ability/Knowledge</b> <ul style="list-style-type: none"> <li>• Ability to use standard word processing software (eg Word, Excel and Powerpoint)</li> <li>• Knowledge of business ecosystems, SaaS, infrastructure as a service (IaaS), platform as a service (PaaS), SOA, APIs, open data, micro services, event-driven IT and predictive analytics.</li> <li>• Familiarity with information management practices, system development life cycle management, IT services management, agile and lean methodologies, infrastructure and operations, and EA and ITIL frameworks.</li> <li>• Exceptional soft and interpersonal skills, including teamwork, facilitation and negotiation.</li> <li>• Strong leadership skills.</li> <li>• Excellent analytical and technical skills.</li> <li>• Excellent planning and organisational skills.</li> <li>• Knowledge of all components of holistic enterprise architecture.</li> <li>• Knowledge of business engineering principles</li> </ul>	✓ ✓ ✓ ✓ ✓ ✓ ✓ ✓		A/C/T

<p>and processes.</p> <ul style="list-style-type: none"> <li>• Familiarity with basic graphical modelling approaches, tools and model repositories.</li> <li>• Trusted and respected as a thought leader who can influence and persuade business and IT leaders.</li> <li>• Comfortable, experienced and accomplished at working with business executives, and able to push back in a professional and diplomatic way.</li> <li>• Highly collaborative and supportive of business and of its ideals and strategies.</li> <li>• Highly innovative with aptitude for foresight, systems thinking and design thinking.</li> <li>• Practical in approach to problem solving and decision making.</li> </ul>	<p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p>		A/C/T
<p><b>Communication</b></p> <ul style="list-style-type: none"> <li>• Ability to communicate effectively with senior staff members</li> <li>• Ability to write accurate, clear and concise reports.</li> <li>• Excellent written, verbal, communication and presentation skills with the ability to articulate new ideas and concepts to technical and nontechnical audiences.</li> </ul>	<p>✓</p> <p>✓</p> <p>✓</p>		A/C
<p><b>Personal Qualities</b></p> <ul style="list-style-type: none"> <li>• Ability to fit with the other team members</li> <li>• Proactive approach to work</li> <li>• Ability to integrate with colleagues from other areas whilst maintaining a professional distance and ability to enforce CAF policy and procedures</li> </ul>	<p>✓</p> <p>✓</p> <p>✓</p>		A/C
<p><b>Special Conditions</b> N/A</p>			
<p><b>Prior to Appointment</b> For all posts:</p> <ul style="list-style-type: none"> <li>• Credit Check</li> <li>• Dow Jones Check</li> <li>• Basic DBS Check</li> <li>• Employment References</li> <li>• Medical Clearance</li> <li>• Right to Work in the UK</li> </ul> <p>For FCA approved posts:</p> <ul style="list-style-type: none"> <li>• Standard DBS</li> </ul>	<p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p>		R/E

✓ Tick either the Essential or Desirable column as appropriate for each attribute

† Insert the code from the key below for how you intend to assess this requirement e.g. at interview, via references etc.

**Key**

R = References, E = Evidence/Certificates, A = Application, C = Competency Interview, T = Testing/Assessment