

## Job Description Enterprise Architect

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<b>Organisation:</b>	{Add company name}
<b>Location:</b>	{Add geographical location}
<b>Reports to:</b>	{Add/edit as required} Chief Information Officer
<b>Supervises:</b>	{Add local information}
<b>Working conditions:</b>	{Add/edit as required} Normal office hours and conditions with the possibility of working after office hours and on weekends as and when required
<b>Last updated:</b>	{Add local information}

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### Job Summary

The Enterprise Architect is responsible for the creation, maintenance and management of IT architecture models and their lower level components. They are also required to interpret, use and apply information contained within IT architecture to inform a range of business improvement activities, particularly those involved in the design, development, enhancement and maintenance of IT support systems. [401]

*{Add/edit local statement} e.g. The Enterprise Architect is the senior level of Technical Architect. The Enterprise Architect is expected to ensure that the overall ICT architecture is maintained in a coherent manner and that appropriate considerations are made for its security and quality. The primary role of the Enterprise Architect is to ensure that the respective business, application, data and technology perspectives are in line with the organisation's technology and governance strategies, policies and standards.*

### Main Duties

- Recommends and participates in activities related to the design, development and maintenance of the Enterprise Architecture (EA). [4015.02<sup>1</sup>]
  - Manage, use and maintain IT/technology architecture models [4015.02]
- Researches overall ICT solutions on the market for particular technical requirements and business needs. [4016.01<sup>2</sup>]
  - Implement the strategy for the development of IT/technology architecture work [4016.01]
- Conducts and/or actively participates in meetings related to the designated project/s, both locally and internationally, with clients and/or partners. [4016.02]
  - Direct the IT/technology architecture activities [4016.02]

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<sup>1</sup> <https://www.mita.gov.mt/Standardsitalent/html/indexbb09.html?disciplineId=b1efd8c7-9fca-42ed-83c4-29500d0bfb00>

<sup>2</sup> <https://www.mita.gov.mt/Standardsitalent/html/indexbb09.html?disciplineId=b1efd8c7-9fca-42ed-83c4-29500d0bfb00>

- Advises and recommends enterprise architecture strategies, processes and methodologies. [4016.01]
  - Implement the strategy for the development of IT/technology architecture work [4016.01]
- Recommends and participates in the analysis, evaluation and development of enterprise long-term strategic and operating plans to ensure that the EA objectives are consistent with the enterprise's long-term business objectives. [4016.01]
  - Implement the strategy for the development of IT/technology architecture work [4016.01]
- Shares best practices, lessons learned and constantly updates the technical system architecture requirements based on changing technologies, and knowledge related to recent, current and up-coming vendor products and solutions. [4016.01]
  - Implement the strategy for the development of IT/technology architecture work [4016.01]
- Participates in and manages Architecture Working Groups for the development and maintenance of the EA. [4016.01]
  - Implement the strategy for the development of IT/technology architecture work [4016.01]
- Collaborates with all relevant parties in order to review the objectives and constraints of each solution and determine conformance with the EA. Recommends the most suitable technical architecture and defines the solution at a high level. [4016.01]
  - Implement the strategy for the development of IT/technology architecture work [4016.01]
- Recommends and participates in the development of architecture blueprints for related systems. [4016.02]
  - Direct the IT/technology architecture activities [4016.02]
- Identifies and recommends areas appropriate for further study and participates in any Proof of Concept projects required to thoroughly investigate architectural possibilities and strengthen arguments for their adoption. [4016.03]
  - Control the management of IT/technology architectures [4016.03]
- Identifies implementation risks and analyses potential impact on the enterprise and on the achievement of scheduled objectives. [4016.03]
  - Control the management of IT/technology architectures [4016.03]

- Recommends and participates in the design and implementation of standards, tools and methodologies. [4016.03]
  - Control the management of IT/technology architectures [4016.03]
- Participates in the design and implementation of IT service management standards, tools and methodologies. [7095<sup>3</sup>]
  - Design, implement and maintain procedures relating to service catalogue and/or service level management activities 7095.01
  - Document and monitor service catalogue and/or service level management activities 7095.02
  - Communicate with others on service catalogue and/or service level management activities, 7095.03
- {Add/edit local statement(s) as required}

### Education, qualifications and experience required

#### Essential

Tertiary level of education in ICT

Five years relevant technical experience in the ICT field

#### Desirable

Certification in two or more of the following areas:

MCSE, MCSA, MCTS, CCNA, Java, Linux, Oracle

Experience as technical lead for a major technology implementation

### Skills, Knowledge and Competencies required<sup>4</sup>

<b>IT Professional Competencies</b>	<b>Level</b>	<b>Reference<sup>1</sup></b>
Business Analysis	Senior Professional	2015
IT Project Management	Professional	3014 – 3094
Systems Architecture	Lead Professional	4015
System Design	Senior Professional	4075
IT/Technology Infrastructure Design and Planning	Senior Professional	4085
Software Development	Associate Professional	5023
Database Administration	Associate Professional	6013
IT Security Management	Associate Professional	6023
IT/Technology Service Operations and Event Management	Professional	7014

<b>Transferable Competencies</b>	<b>Level</b>	<b>Reference<sup>1</sup></b>
Personal competencies: Communications; Team working; Critical analysis and decision making; Creative thinking; Problem solving; Self development and English, Maths and IT user skills	Lead professional	0016

<sup>3</sup> <https://www.mita.gov.mt/Standardsitalent/html/index4ea3.html?disciplineId=564718a2-65b4-43ed-b175-c49cf65d4db6>

<sup>4</sup> Referenced to Malta Standards for ITalent.

Business competencies: Organisational awareness; IT awareness and impact; IT legal matters, ethics and professionalism	Senior Professional	0025
Leadership competencies: IT Strategy and governance; IT Quality management; Customer service management; IT Financial management; IT HR management; IT Risk management and Entrepreneurship	Senior Professional	0035