**ATTACHMENT 4**

**STATEMENT OF WORK**

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| **Nominated Candidate** | |  |
| **Role** | | Solution Architect – Multiple Positions |
| **Contract Commencement Date** | | ASAP |
| **Contract Expiry Date** | | Contract terms between 12 and 24 months will be considered. |
| **Purpose of Services:** | | Professional Services (Clause 7.11) |
| **Role Description** | | SIGINT and Network Operations Group – Systems Project Office (SNO-SPO) within the Australian Signals Directorate (ASD), will deliver cutting edge capabilities to Defence through a variety of different programs and projects. To facilitate this ASD has a requirement for a Solutions Architect.  The Solutions Architect is responsible for the development of the technology solutions and mapping the business requirements to systems/technical requirements to ensure they are in line with the enterprise architectural plan. |
| **SFIA Level of Responsibility Required** *Description Below* | | The Specified Person will be expected to demonstrate attributes of SFIA Level of Responsibility 5 |
| **SFIA Skills Required**  *Description Below* | | **ARCH 5**  **DESN 5**  **REQM 5** |
| **Other Skills and Knowledge** | | **Statement of Suitability Against Other Skills and Knowledge** |
| 1. Solutions Architecture qualifications and or experience. | |  |
| 1. Experience in major project formal design reviews. | |  |
| **Major Responsibilities:** | | **Statement of Suitability Against Major Responsibilities** |
| 1. Design and communication of high level structures to enable and guide the design and development of an integrated solution that meets current and future business needs. | |  |
| 1. Produce detailed component specifications and translate these into detailed designs for implementation. | |  |
| 1. Validation and verification of existing requirements, capturing any new requirements and managing these requirements during the capability delivery phase. | |  |
| 1. Contribute to identifying and analysing project level risks and issues, including aggregating subprojects’ risks to identify project level risks. | |  |
| 1. Contribute to the alignment of project deliverables to the organisation’s strategic direction and other related projects. | |  |
| 1. Work cohesively and flexibly with the broader program team, and manage the expectations of key business partners and stakeholders. | |  |
| 1. Contribute to the continuous business improvement process for the project office. | |  |
| 1. Ensure all work completed meets agreed quality standards and quality control measures. | |  |
| **Other Features of the Role (e.g. location, travelling, shift hours,)** | | **Service Provider Response** |
| 1. The role is based in Canberra with minimal to no travel | |  |
| Prepared by: Darrell Malone  Date: 11/12/2020  Authorised by: Travis Alexander | | |
| **SFIA Core Competencies** | | |
| **SFIA Level Of Responsibility 5** | | |
| **Autonomy** | Works under broad direction. Work is often self-initiated. Is fully responsible for meeting allocated technical and/or project/supervisory objectives. Establishes milestones and has a significant role in the assignment of tasks and/or responsibilities. | |
| **Influence** | Influences organisation, customers, suppliers, partners and peers on the contribution of own specialism. Builds appropriate and effective business relationships. Makes decisions which impact the success of assigned work, i.e. results, deadlines and budget. Has significant influence over the allocation and management of resources appropriate to given assignments. | |
| **Complexity** | Performs an extensive range and variety of complex technical and/or professional work activities. Undertakes work which requires the application of fundamental principles in a wide and often unpredictable range of contexts. Understands the relationship between own specialism and wider customer/organisational requirements. | |
| **Business skills** | Advises on the available standards, methods, tools and applications relevant to own specialism and can make appropriate choices from alternatives. Analyses, designs, plans, executes and evaluates work to time, cost and quality targets. Assesses and evaluates risk. Communicates effectively, both formally and informally. Demonstrates leadership. Facilitates collaboration between stakeholders who have diverse objectives. Takes all requirements into account when making proposals. Takes initiative to keep skills up to date. Mentors colleagues. Maintains an awareness of developments in the industry. Analyses requirements and advises on scope and options for continuous operational improvement. Demonstrates creativity, innovation and ethical thinking in applying solutions for the benefit of the customer/stakeholder. | |
| **SFIA Professional Skill Level Description** | | |
| **ARCH 5** | Uses appropriate tools, including logical models of components and interfaces, to contribute to the development of systems architectures in specific business or functional areas. Produces detailed component specifications and translates these into detailed designs for implementation using selected products. Within a business change program, assists in the preparation of technical plans and cooperates with business assurance and project staff to ensure that appropriate technical resources are made available. Provides advice on technical aspects of system development and integration (including requests for changes, deviations from specifications, etc.) and ensures that relevant technical strategies, policies, standards and practices (including security) are applied correctly. | |
| **DESN 5** | Specifies and designs large or complex systems. Selects appropriate design standards, methods and tools, consistent with agreed enterprise and solution architectures and ensures they are applied effectively. Reviews others' systems designs to ensure selection of appropriate technology, efficient use of resources, and integration of multiple systems and technology. Contributes to policy for selection of architecture components. Evaluates and undertakes impact analysis on major design options and assesses and manages associated risks. Ensures that the system design balances functional, service quality, security and systems management requirements. | |
| **REQM 5** | Facilitates scoping and business priority setting for large or complex changes, engaging senior stakeholders as required. Selects the most appropriate means of representing business requirements in the context of a specific change initiative. Drives the requirements elicitation process where necessary, identifying what stakeholder input is required. Obtains formal agreement from a large and diverse range of potentially senior stakeholders and recipients to the scope and requirements, plus the establishment of a base-line on which delivery of a solution can commence. Takes responsibility for the investigation and application of changes to program scope. Identifies the impact on business requirements of external impacts affecting a program or project. | |