**ATTACHMENT 1**

**STATEMENT OF WORK**

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| **Nominated Candidate** | |  |
| **Role** | | System Engineer – 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** | | The SIGINT and Network Operations – Systems Program Office (SNO-SPO) Branch 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 Lead Systems Engineer (Technical Director).  The Lead System Engineer will be accountable to the Assistant Director General SNO-SPO and responsible for providing advice and guidance on specific ASD ICT architectures and designs. The Lead Systems Engineer will be responsible for leading systems engineering activities in support of the delivery of major programs and projects in SNO-SPO. The system engineering activities will include, but not be limited to, technical advice, requirements capture and management, systems design, systems delivery and test & evaluation activities.  The Lead Systems Engineer will be responsible for continued development and implementation of a systems engineering framework for Major Capital Equipment Programs and co-ordinating systems engineering activities as part of the Branch. |
| **SFIA Level of Responsibility Required** *Description Below* | | The Specified Person will be expected to demonstrate attributes of SFIA Level of Responsibility LOR 5 |
| **SFIA Skills Required**  *Description Below* | | TECH 5  DESN 5  BUAN 5  SEAC 5  REQM 4 |
| **Other Skills and Knowledge** | | **Statement of Suitability Against Other Skills and Knowledge** |
| 1. The Specified Person must have broad working knowledge of ASD systems and frameworks. | |  |
| **Major Responsibilities:** | | **Statement of Suitability Against Major Responsibilities** |
| 1. Provide technical advice and guidance to the Assistant Director General SNO-SPO and Program Managers on ASD specific design and ICT architecture requirements | |  |
| 1. Develop Systems Engineering documentation including, Systems Engineering Management Plans, Configuration Management Plans, Integrated Support Plans, System Designs. | |  |
| 1. Undertake business analysis activities with a diverse customer set to identify business needs, including conducting surveys, interviews and structured workshops. | |  |
| 1. Analyse business needs to produce requirements, synthesise requirements to produce designs, conduct and evaluate trade-offs between various designs and requirements. | |  |
| 1. Lead systems engineering reviews throughout the project acquisition lifecycle. | |  |
| 1. Plan and conduct test and evaluation activities during system and sub-system T&E events. | |  |
| 1. Ensure the continuous improvement process by developing and enhancing procedures. | |  |
| **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: 17/12/2020  Authorised by: Travis Alexander / Peter Spandler | | |
| **SFIA Core Competencies** | | |
| **SFIA Level Of Responsibility (LOR 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** | | |
| **TECH 5** | Maintains an in-depth knowledge of specific specialisms, and provides expert advice regarding their application. Can supervise speciality consultancy. The specialism can be any aspect of information or communication technology, techniques, method, product or application area | |
| **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. | |
| **BUAN 5** | Takes responsibility for investigative work to determine business requirements and specify effective business processes, through improvements in information systems, information management, practices, procedures, and organisation change. Applies and monitors the use of modelling and analysis tools, methods and standards, giving special consideration to business perspectives. Collaborates with stakeholders at all levels, in the conduct of investigations for strategy studies, business requirements specifications and feasibility studies. Prepares business cases which define potential benefits, options for achieving these benefits through development of new or changed processes, and associated business risks. | |
| **REQM 4** | 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 programme scope. Identifies the impact on business requirements of external impacts affecting a programme or project. | |
| **SEAC 5** | Engages with technical design and project managers or Project Management Office, to ensure correct products are produced, in a timely fashion. Evaluates the quality of project outputs against agreed service acceptance criteria. | |