IDENTIFICATION

Department	Position Title	
Finance	Web Solution Architect	
Position Number	**Community**	**Division/Region**
15-14487	Yellowknife	ISSS

PURPOSE OF THE POSITION

The Web Solution Architect is responsible for the design, implementation and ongoing improvement of the corporate GNWT web solution architecture, including the infrastructure and platforms which interconnect to create a seamless web experience for end users and the public. The Web Solution Architect ensures effective design and technical requirements are in place and engineered into solutions and services to support department's needs for proactive communications, information sharing and service delivery.

SCOPE

Located in Yellowknife and reporting to the Manager, Web Services, within the Application Services team, the Web Solution Architect undertakes the design, implementation and communication of high-level architectures and structures to enable and guide the design and development of integrated web-based technology solutions which meet current and future business needs for web-based products and services. In addition to technology components, the web solutions architecture encompasses changes to service, process, organisation, and operating models. The provision of comprehensive guidance on the development of, and modifications to, solution components to ensure that they take account of relevant architectures, strategies, policies, standards and practices (including security) and those existing and planned solution components remain compatible.

The incumbent must understand and work within and across multiple technology domains, including Information Security, Solution Services, Technical Services, and Technology Services Centre, to ensure solution architecture is simplified and meets the needs of all stakeholders. This requires a diverse set of technical and business focused skills, requiring collaboration, engineering, negotiation and communication.

The work of the Web Solution Architect supports and provides structure and guidance to ensure the design and development of web based systems and solutions are compliant with agreed systems architectures, adhering to corporate standards and within constraints of performance and feasibility. The position is responsible for the development of roadmaps to communicate future systems capabilities that the web architecture must support

Services are delivered on behalf of all GNWT departments and the NWT Housing Corporation.

The incumbent works under general direction within a clear framework of accountability, exercises substantial personal responsibility and autonomy and plans their own work to meet given objectives and processes.

The position collaborates with and must influence team members, clients, suppliers and partners and may have some responsibility for the work of others and for the allocation of resources for specific projects and initiatives. The position makes decisions which influence the success of projects and team objectives and engages directly with government program management and staff to ensure that the GNWT web architecture continues to meet the needs.

Work includes a broad range of complex technical or professional activities, in a variety of contexts. The position investigates, defines and resolves complex issues to enable high quality web solutions meeting the diverse and complex needs of the Government.

The incumbent plans, schedules and monitors own work (and that of others where applicable) competently within limited deadlines and according to relevant, standards and procedures.

The incumbent fully understands the importance of security to own work and the operation of the organisation and seeks specialist security knowledge or advice when required to support their own work or work of immediate colleagues.

RESPONSIBILITIES

1. **Undertakes the development of solution architectures for web-based services and capabilities.**
   - Identifies and evaluates alternative architectures and the trade-offs in cost, performance and scalability.
   - Produces specifications of cloud-based or on-premises components, tiers and interfaces, for translation into detailed designs using selected services and products.
   - Supports a change programme or project through the preparation of technical plans and application of design principles that comply with enterprise and solution architecture standards (including security).

2. **Leads the implementation and maintenance of the GNWT Web Solution Architecture including the web content management and development platforms.**
   - Designs components using appropriate modelling techniques following agreed architectures, design standards, patterns and methodology.
   - Identifies evaluates alternative design options and trade-offs.
   - Creates multiple design views to address the concerns of the different stakeholders of the architecture and to handle both functional and non-functional requirements.
   - Models, simulates or prototypes the behaviour of proposed systems components to enable approval by stakeholders.
   - Produces detailed design specification to form the basis for construction of systems.
   - Reviews, verifies and improves own designs against specifications.

3. **Performs release management activities associated with complex system or solution implementations, upgrades and enhancements**
   - Assesses and analyses release components relate to web technology solutions.
   - Carries out the builds and tests in coordination with testers, business analysts, and project managers and developers.
   - Ensures appropriate documentation and configuration records are developed and maintained.
   - Ensures release processes and procedures are applied.
   - Carries out early life support activities such as providing support advice to initial users.

4. **Undertakes problem management activities to ensure continuous improvement of web services and solutions.**
   - Initiates and monitors actions to investigate and resolve problems in systems, processes and services.
   - Determines problem fixes/remedies.
   - Assists with the implementation of agreed remedies and preventative measures.

WORKING CONDITIONS

Physical Demands

No unusual demands.

Environmental Conditions

No unusual conditions.

Sensory Demands

No unusual demands.

Mental Demands

Travel to regional or vendor offices may be required occasionally.

KNOWLEDGE, SKILLS AND ABILITIES

- Knowledge of enterprise architecture concepts, methods and practices such as that found in the TOGAF standard.
- Knowledge of web hosting, and development platforms including leading content management solutions.
- Knowledge of system design and development methods and practices, particularly related to the internet and web based solutions.
- Knowledge of system analysis and design processes and practices.
- Knowledge of enterprise architecture concepts, methods and practices
- Knowledge of IT service management concepts such as those described in the IT Infrastructure Library (ITIL) Control Objects for IT (CoBIT), Dev/Ops and lean IT, particularly related to Incident Management and demand management.
- Knowledge of the software development lifecycle, as well as the various methodologies including predictive (plan-driven) approaches or adaptive (iterative/agile).
- Knowledge of software development methods practices and processes.
- Knowledge of ITSM tools including incident management, problem management, and configuration management tools.
- Ability to apply knowledge effectively in unfamiliar situations.
- Ability to maintain an awareness of developing practices and take responsibility for driving their own advancement and contributes to the development of others.
- Ability to assess and evaluate risk and impact to effectively prioritize.
- Ability to maintain an awareness of developments in the industry.
- Communicates fluently, orally and in writing, and can present complex information to both technical and non-technical audiences.
- Ability to Facilitate collaboration between stakeholders who share common objectives.
- Ability to commit to actively upholding and consistently practicing personal diversity inclusion and cultural awareness, as well as safety and sensitivity approaches in the workplace.

Typically, the above qualifications would be attained by:

Completion of an undergraduate degree in computer science, management information systems or business with 3 years of relevant experience in the design, development and implementation of enterprise web solutions.

Equivalent combinations of education and experience will be considered.

ADDITIONAL REQUIREMENTS

Position Security (check one)

- ☒ No criminal records check required
- ☐ Position of Trust – criminal records check required
- ☐ Highly sensitive position – requires verification of identity and a criminal records check

French language (check one if applicable)

- ☐ French required (must identify required level below)
    Level required for this Designated Position is:
      ORAL EXPRESSION AND COMPREHENSION
        Basic (B) ☐   Intermediate (I) ☐   Advanced (A) ☐
      READING COMPREHENSION:
        Basic (B) ☐   Intermediate (I) ☐   Advanced (A) ☐
      WRITING SKILLS:
        Basic (B) ☐   Intermediate (I) ☐   Advanced (A) ☐
- ☐ French preferred

Indigenous language: Select language

- ☐ Required
- ☐ Preferred