



**North  
Northamptonshire  
Council**

## **Job Description and Person Specification**

### **Job details**

Job title: Technical Solutions Architect

Grade: NNC09 - £51,802 - £55,044

Reports to: Head of Infrastructure

Responsible for: N/A

Directorate and Service area: Chief Executive Office - TDD

### **Purpose of the job**

North Northamptonshire Council is in the process of delivering its digital transformation strategy which involves migrating, upgrading and implementing multiple key applications and solutions across the organisation. The technical solutions architect role is essential to ensure that the organisation deploys these solutions in a consistent, secure and integrated way. The technical solutions architect will collaborate with internal stakeholders, 3<sup>rd</sup> parties and other subject matter experts throughout the life cycle of these projects, and create the technical solution design, documentation and overall architectural governance for these critical systems. This role will require someone who has a deep technical knowledge across the technology spectrum, but with a real passion for application and data technology. The role will spend most of its time collaborating with both technical and non-technical colleagues in a “business partner/advisory” type capacity and working as the technical SME for overall solution design of new and existing systems.

### **Principal responsibilities**

1. Jointly own solution designs and technical documentation for multiple line of business focused projects with other technology leads across the organisation
2. Be a technical business partner and subject matter expert, supporting our transformation project managers and internal stakeholders to translate project goals into technical solutions. Be a key part of the project life cycle and support projects from inception to production

3. Work daily with other subject matter experts across all areas of the organisation in-order to stay ahead of any technical changes, and reflect these into the solution designs
4. Support the technical governance and controls of the organisation by playing a key role in the Technical Design Authority, the Change Advisory Board and the Digital Portfolio Boards
5. Work closely with internal teams and 3rd parties to ensure the organisation has up to date technical standards and is applying these standards consistently in its overall architecture
6. Own the documentation of current and future application architectures across the organisation – this includes crafting new solution designs and creating/maintaining documentation for systems already in production
7. Stay ahead of industry standards and changes with research and engagement with suppliers and 3<sup>rd</sup> parties

### **General responsibilities applicable to all jobs**

1. Demonstrate awareness/understanding of equal opportunities and other people's behavioural, physical, social and welfare needs.
2. Comply with the Council's policies and procedures including (but not limited to) safeguarding, financial regulations, promotion of equalities, customer care, agreed audit actions and health and safety (ensuring that reasonable care is taken at all times for the health, safety and welfare of yourself and other persons).
3. Understand the council's commitment to Corporate Parenting and take responsibility to support this commitment. Enable the council to be the best corporate parents possible to children and young people in our current and previous care.
4. Carry out any other duties which fall within the broad spirit, scope and purpose of this job description and which are commensurate with the grade of the post.

This job description reflects the major tasks to be carried out by the post holder and identifies a level of responsibility at which they will be required to work. In the interests of effective working, the major tasks may be reviewed from time to time to reflect changing needs and circumstances. Such reviews and any consequential changes will be carried out in consultation with the post holder

## Person Specification

Attributes	Essential criteria	Desirable criteria
Education, Qualifications and Training	<ul style="list-style-type: none"> <li>• Educated to Degree level within a STEM subject (preferably Computer Science or equivalent)</li> <li>• Relevant apprenticeship or A-Level qualifications</li> <li>• 5 GCSE's grades A-C including English and Maths or other equivalent qualifications</li> </ul>	<ul style="list-style-type: none"> <li>• BCS Foundation Certificate in Architecture Concepts and Domains</li> <li>• TOGAF Foundation or equivalent architecture standard certification</li> <li>• 3rd party cloud provider certifications:               <ul style="list-style-type: none"> <li>○ Azure Solutions Architect</li> <li>○ AWS Solutions Architect</li> </ul> </li> <li>• Any 3<sup>rd</sup> party security architecture certification</li> </ul>
Experience and Knowledge	<ul style="list-style-type: none"> <li>• 3 years' experience delivering solutions architecture services within a complex enterprise environment</li> <li>• In depth technical knowledge of several IT functions and areas such as applications, cloud, platforms, infrastructure and security</li> <li>• Demonstrable experience designing technical and integrated solutions for complex on-premise and hosted applications</li> <li>• Broad and extensive knowledge of application and technology architecture</li> <li>• Experience of working with, and pro-actively developing organisational technical standards</li> <li>• Extensive knowledge of the Microsoft product set across Office 365, Entra, and on-premise Windows Active Directory</li> </ul>	<ul style="list-style-type: none"> <li>• Any experience operating in a local authority or central government-based organisation</li> <li>• Data Architecture and modelling knowledge based around:               <ul style="list-style-type: none"> <li>○ Microsoft SQL</li> <li>○ Microsoft Fabric</li> <li>○ Oracle</li> </ul> </li> <li>• Experience implementing solutions including:               <ul style="list-style-type: none"> <li>○ Microsoft Power Platform</li> <li>○ Microsoft Co-Pilot developed solutions</li> </ul> </li> <li>• Delivering solutions across hybrid and public cloud based services including.:               <ul style="list-style-type: none"> <li>○ Microsoft Azure</li> <li>○ Amazon Web Services</li> </ul> </li> </ul>

Attributes	Essential criteria	Desirable criteria
		<ul style="list-style-type: none"> <li>• Experience developing Technical Design Authority processes and controls</li> <li>• Experience working within both Prince and Agile based projects</li> </ul>
	<ul style="list-style-type: none"> <li>• Extensive stakeholder management experience</li> <li>• Ability to explain technical solutions to non-technical audiences</li> <li>• Ability to understand complex business processes and map them to technical solutions</li> <li>• Experience presenting technical solutions to all levels of an organisation</li> <li>• Comfortable challenging project leads and 3<sup>rd</sup> party suppliers to ensure the right solutions are delivered</li> </ul>	
Additional Factors		