



Job title	Senior Platform Architect	Job family and level	Administrative, Professional and Managerial Level 6
School/ Department	Digital & Technology Services	Location	KMC / Hybrid

Purpose of role

The Senior Platform **Architect** is a dedicated technical role that acts as the subject matter expert and lead architectural authority for all technical decisions and developments relating to a specific technical solution, product, or infrastructure domain ("domain") within the university. The role adopts a vital strategic position, acting as the designated UoN lead for technical decisions, working closely with senior university stakeholders (i.e. UEB, Directors), faculty leadership, DTS colleagues, and suppliers to ensure that all technical developments and decisions relating to the ongoing development of the area for which they are responsible are robust, well designed, architecturally sound and deliver business benefits.

	Main responsibilities (Primary accountabilities and responsibilities expected to fulfil the role)	% time per year
1	<p><u>Platform Architecture (General)</u></p> <p>You will work as part of project and programme teams to:</p> <ul style="list-style-type: none"> • Understand the business need • Influence the direction and vision using your knowledge of technology capabilities • Understand the architecture and technology strategy • Find a solution to balance all these needs • Document the solution • Manage stakeholders to ensure they understand and accept the solution • Complete the governance process. <p><u>Technical Responsibilities (Domain Specific)</u></p> <ul style="list-style-type: none"> • Act as the university Technical Lead for a specified domain UK, China, and Malaysia, both internally and with Suppliers <ul style="list-style-type: none"> ○ Act an escalation point for technical issues for both suppliers and DTS Support staff ○ Review and signoff all design documents the specific domain and related systems from DTS and 3rd Party suppliers ○ Act as the design authority for all system change within the specific domain ○ Responsible for planning and maintaining the system environment structure ○ Manage upgrades/enhancements within the specified domain ○ Understand and manage the cross functional and technical dependencies 	50%

	<ul style="list-style-type: none"> ○ Represent the technical delivery teams and provide a perspective on the technical delivery and associated challenges at Service Boards, Project Boards and Gateway meetings <p><u>General/Project Responsibilities (Domain Specific)</u></p> <ul style="list-style-type: none"> ● Represent the university in discussions with relevant domain specific suppliers and plan future enhancements to the domain <ul style="list-style-type: none"> ○ Primary contact with domain specific suppliers for all technology management ○ Work with external suppliers and internal stakeholders in planning and implementing system enhancements ○ Work with other universities, suppliers, and internal stakeholders to improve system functionality and influence future roadmaps ○ Negotiate with suppliers to ensure the university remains up to date with statutory requirements ○ Negotiate costs with External Suppliers ○ Plan implementation of designs from conception through to delivery ○ Work with other domain staff to oversee technical delivery ○ Manage any technical risks 	
2	<p><u>Support the Technology Strategy</u></p> <ul style="list-style-type: none"> ● Contribute to principles, policies, standards, patterns, processes ● Assist with the stakeholder management / influence UoN ● Ensure buy-in to the strategy across DTS and within your domain ● Act as the liaison between DTS and the internal customer for your domain, ensuring system change is aligned with university strategy <ul style="list-style-type: none"> ○ Present new proposals to project boards, Service Boards, and any other Senior Stakeholders ○ Create options papers and proposals for system and infrastructure enhancements ○ Present options on new ways of working to ensure the university continually improves the solutions provided within specified domain ○ Assist in the production of tender documentation and evaluation for your specified domain ○ Review and approve Statement of Work for external suppliers ○ Investigate ways to continually improve the service delivery for your specified domain 	30%
3	<p><u>Implementation Governance</u></p> <ul style="list-style-type: none"> ● Provide guidance and mentoring to delivery and support teams to ensure solutions are well constructed and maintained ● Act as the Technical Approval for system change and migration. ● Plan the migration strategy for all system changes ● Represent changes to your specified domain Change/Technical Advisory Board meetings ● Provide technical update to DTS Senior Leadership Team during large scale implementations ● Review 3rd party implementation plans and ensure processes adhere to UoN policies 	10%

	<ul style="list-style-type: none"> • Ensure all changes are fully tested before implementation • Work with key stakeholders to ensure the platform is ready to receive enhancements/changes/patches and that the domain specific team has completed any necessary preparation • Work with key stakeholders to ensure all enhancements/ changes/ patches are implemented within the agreed timescales 	
4	<p><u>Best Practice & Continuous Improvement</u></p> <ul style="list-style-type: none"> • Develop own skills and professional capability in line with the needs of the service • Represent DTS and UoN at internal / external meetings and events as appropriate: <ul style="list-style-type: none"> ○ Attend seminars and conferences on system enhancements to gain insight into new features and best practice ○ Propose new functionality and alternative ways the specified domain can be used to improve the overall service provided to users and stakeholders ○ Present at conferences showcasing the University of Nottingham and technology approach for the specified domain ○ Attend university user groups and feed into ways suppliers for the specified domain can improve delivered functionality ○ Create and present Business Cases to senior management 	10%

Person specification

	Essential	Desirable
Skills	<ul style="list-style-type: none"> • Technical understanding of Oracle Fusion (specifically used for Finance/ HR) • Domain specific skills relating to the product and infrastructure for which the post holder is the UoN technical lead (Oracle Fusion) • Broad technical awareness/business acumen • Maintains currency of technology knowledge and appropriate usage as well as emerging trends and their strategic impact • Excellent ability to solve complex problems • Confident and convincing presentation skills • Highly adaptable and flexible - able to adjust quickly to new situations/changing priorities • Empathetic and with strong interpersonal and listening skills • Excellent communication and influencing skills with ability to liaise at all levels, including with senior roles (i.e. 'C'/UEB level') • Ability to prioritise workload and manage own time effectively, as well as guiding more junior roles or project resources 	<ul style="list-style-type: none"> • Knowledge of areas of the total lifecycle - systems analysis, quality assurance, project management, service management • Domain specific certifications • Excellent commercial and negotiation skills • Excited by, and driven to deliver value for the organisation • Exposure to systems design • Knowledge of IT architecture • Change management skills
Knowledge and experience	<ul style="list-style-type: none"> ▪ Proven track record of delivering results with technology and managing project workstreams ▪ Experience of technical leadership in transformation programmes and transitioning services into production ▪ Experience in the delivery of large and complex IT systems ▪ Experience of high level influencing and negotiation to achieve project goals ▪ Experience developing innovative solutions and contributing to strategic thinking ▪ Experience of working across organisational boundaries ▪ Experience of product ownership ▪ Experience working with senior stakeholders and expert technical teams ▪ Strive for continuous improvement and confident to present, articulate and help deliver agreed service enhancements 	<ul style="list-style-type: none"> ▪ Experience working in an ICT function in Higher Education ▪ Experience managing supplier delivery ▪ Experience within an ICT function working on tender definition and evaluation ▪ Experience managing development against evergreen products ▪ Experience with agile methodologies
Qualifications, certification and training (relevant to role)	<ul style="list-style-type: none"> • Formal degree/professional qualification in a relevant subject, <i>and/or</i> • Significant first-hand practical experience of technology delivery within a large and complex IT function 	<ul style="list-style-type: none"> • Devops or Oracle Fusion Certification • PRINCE2, ITIL or other professional certifications



Expectations and behaviours

The University has developed a clear set of core expectations and behaviours that our people should be demonstrating in their work, and as ambassadors of the University's strategy, vision and values. The following are essential to the role:

- Valuing people** Understands that it is essential to provide a structure that people can thrive in. Knows how to communicate with people to create a healthy working environment and get the best out of people.
- Taking ownership** Communicates vision clearly, providing direction and focus. Knows how to create a productive environment where people are inspired and can work cross-departmentally in partnership.
- Forward thinking** Has the ambition to be a pioneer in own area, anticipating the future change, needs and challenges. Knows how to innovate within their work context and champions others to be inspired to be part of this ambition
- Professional pride** Keeps up to date on latest thinking, trends and work practices. Supports team to be thought leaders; willing to challenge if obstacles get in the way.
- Always inclusive** Establishes far reaching partnerships, well beyond own area across a broad range of networks. Understand role to pay due regard to the needs of the whole community.

Key relationships with others

