



IT Business Architect - Job Profile Matrix

Line of Business: Information Technology Job Family: IT Business Architect Reports to (Job Title): Various reporting levels	Effective Date of Job Profile: 7/1/2015 Last Updated: 08/25/2015
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Job Family Summary	A Business Architect (BA) develops and maintains the business architecture for the Enterprise or a Line of Business. The BA utilizes tools and techniques along with an understanding of the business domain to develop process models, activity diagrams, information models, capability maturity models and technology roadmaps which lead to increasing efficiencies and capabilities for the Enterprise or Line of Business. The domains of Business, Information, Applications and Technology are all considered by the business architect; with an emphasis on business and information. Overall risk mitigation and total cost of ownership are managed from an enterprise standpoint. Line of Business BA's are under the overall guidance of the Enterprise BA's and all architects participate in the overall IT Architecture Practice regardless of their location in the IT organization.			
Job Title	Business Architect, Senior	Business Architect, Expert	Business Architect, Principal	Business Architect, Chief
Position Title	Business Architect, Senior (Enterprise) Business Architect, Senior (Gas) Business Architect, Senior (Electric) Business Architect, Senior (Corp Svcs)	Business Architect, Expert (Enterprise) Business Architect, Expert (Gas) Business Architect, Expert (Electric) Business Architect, Expert (Corp Svcs)	Business Architect, Principal (Enterprise) Business Architect, Principal (Gas) Business Architect, Principal (Electric) Business Architect, Principal (Corp Svcs)	Business Architect, Chief (Enterprise) Business Architect, Chief (Gas) Business Architect, Chief (Electric) Business Architect, Chief (Corp Svcs)
PGE Job Level	Senior	Expert	Principal	Chief
SAP Job Code	51790017	51790014	51789816	51789814
Job Responsibilities	<p>Area of Focus is either Enterprise or a Line of Business, depending upon position. Lines of Business architects operate under the overall guidance of the Enterprise architects.</p> <p>Senior Business Architects have accountability and responsibility for focus areas that are of moderate scope and with moderate risk and moderate to high impact. They work independently with limited guidance. They address complex problems and may manage projects or initiatives that are of moderate complexity and risk. They provide guidance to non-architect technical staff that are typically up to an expert level. They generally work with Managers and Senior Managers to influence decisions.</p> <ul style="list-style-type: none"> • Future State Planning and Road mapping: Works with business and technology partners to plan for business technology change. This includes regulatory and financial planning along with alignment to technology service offerings. Develops various types of roadmaps to align across business and technology timelines. • Portfolio Capability Management: Works with 	<p>Area of Focus is either Enterprise or a Line of Business, depending upon position. Lines of Business architects operate under the overall guidance of the Enterprise architects.</p> <p>Expert Business Architects have accountability and responsibility for focus areas that are of complex scope and with significant risk and high impact. They work independently with guidance required only for complex tasks. They address complex problems and may manage projects or initiatives that are of moderate to high complexity and risk. They provide guidance to non-architect technical staff that are typically up to a principal level. They generally work with Directors and Managers to influence decisions.</p> <ul style="list-style-type: none"> • Future State Planning and Road mapping: Works with business and technology partners to plan for business technology change. This includes regulatory and financial planning along with alignment to technology service offerings. Develops various types of roadmaps to align across business and technology timelines. 	<p>Area of Focus is either Enterprise or a Line of Business, depending upon position. Lines of Business architects operate under the overall guidance of the Enterprise architects.</p> <p>Principal Business Architects have accountability and responsibility for focus areas that are of complex scope and with significant risk and high impact across multiple functions. They work autonomously. They address complex problems that span functions and may manage projects or initiatives that are high complexity and risk. They provide guidance, coaching and mentoring to non-architect technical staff of lesser experience. They generally work with Senior Management to influence strategies and decisions.</p> <ul style="list-style-type: none"> • Future State Planning and Road mapping: Works with business and technology partners to plan for business technology change. This includes regulatory and financial planning along with alignment to technology service offerings. Develops various types of roadmaps to align across business and technology 	<p>Area of Focus is either Enterprise or a Line of Business, depending upon position. Lines of Business architects operate under the overall guidance of the Enterprise architects.</p> <p>Chief Business Architects have accountability and responsibility for focus areas that are of very complex scope and with significant risk and high impact across the enterprise. They work autonomously. They address complex problems that span the enterprise and may manage projects or initiatives that are high complexity and significant risk. They provide guidance, coaching and mentoring to non-architect technical staff of lesser experience. They generally work with Senior Management to guide strategies and decisions.</p> <ul style="list-style-type: none"> • Future State Planning and Road mapping: Works with business and technology partners to plan for business technology change. This includes regulatory and financial planning along with alignment to technology service offerings. Develops various types of roadmaps



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	<p>business and technology partners to manage the business technology capabilities of the portfolio for the architect's focus area. Strives to provide the necessary business capabilities while managing cost and risk to the enterprise.</p> <ul style="list-style-type: none"> • Concept and Business Case Development: Introduces change to existing business technology capabilities for the architect's focus area. Develop strategies, roadmaps and business cases for the change while working with business and technology partners. • Standards and Governance: Develops artifacts that document current or future business technology capabilities for reuse. Participates in the governance processes as defined by the PG&E architecture practice. • Architecture Practice: Follows the PG&E architecture practice. Participates in communities of the practice. 	<ul style="list-style-type: none"> • Portfolio Capability Management: Works with business and technology partners to manage the business technology capabilities of the portfolio for the architect's focus area. Strives to provide the necessary business capabilities while managing cost and risk to the enterprise. • Concept and Business Case Development: Introduces change to existing business technology capabilities for the architect's focus area. Develop strategies, roadmaps and business cases for the change while working with business and technology partners. • Standards and Governance: Develops artifacts that document current or future business technology capabilities for reuse. Participates in the governance processes as defined by the PG&E architecture practice. • Architecture Practice: Follows the PG&E architecture practice. Helps drive continuous improvement of the practice. Participates in communities within the practice. 	<p>timelines.</p> <ul style="list-style-type: none"> • Portfolio Capability Management: Works with business and technology partners to manage the business technology capabilities of the portfolio for the architect's focus area. Strives to provide the necessary business capabilities while managing cost and risk to the enterprise. • Concept and Business Case Development: Introduces change to existing business technology capabilities for the architect's focus area. Develop strategies, roadmaps and business cases for the change while working with business and technology partners. • Standards and Governance: Develops artifacts that document current or future business technology capabilities for reuse. Participates in the governance processes as defined by the PG&E architecture practice. • Architecture Practice: Shapes and follows the PG&E architecture practice. Helps drive continuous improvement of the practice. Leads communities within the practice. Mentors other architects. 	<p>to align across business and technology timelines.</p> <ul style="list-style-type: none"> • Portfolio Capability Management: Works with business and technology partners to manage the business technology capabilities of the portfolio for the architect's focus area. Strives to provide the necessary business capabilities while managing cost and risk to the enterprise. • Concept and Business Case Development: Introduces change to existing business technology capabilities for the architect's focus area. Develop strategies, roadmaps and business cases for the change while working with business and technology partners. • Standards and Governance: Develops artifacts that document current or future business technology capabilities for reuse. Participates in the governance processes as defined by the PG&E architecture practice. • Architecture Practice: Shapes and follows the PG&E architecture practice. Helps drive continuous improvement of the practice. Leads communities within the practice. Mentors other architects.
Supervisory Responsibility	<ul style="list-style-type: none"> • Direct <ul style="list-style-type: none"> ○ None • Indirect <ul style="list-style-type: none"> ○ Enterprise BA's oversee and guide LoB BA's as a community 	<ul style="list-style-type: none"> • Direct <ul style="list-style-type: none"> ○ None • Indirect <ul style="list-style-type: none"> ○ Enterprise BA's oversee and guide LoB BA's as a community 	<ul style="list-style-type: none"> • Direct <ul style="list-style-type: none"> ○ None • Indirect <ul style="list-style-type: none"> ○ Enterprise BA's oversee and guide LoB BA's as a community 	<ul style="list-style-type: none"> • Direct <ul style="list-style-type: none"> ○ None • Indirect <ul style="list-style-type: none"> ○ Enterprise BA's oversee and guide LoB BA's as a community
Education Minimum	BA/BS degree in Computer Science, Business Administration or related degree or equivalent experience.	BA/BS degree in Computer Science, Business Administration or related degree or equivalent experience.	BA/BS degree in Computer Science, Business Administration or related degree or equivalent experience.	BA/BS degree in Computer Science, Business Administration or related degree or equivalent experience.
Desired	BA/BS degree in Computer Science, Business Administration or related degree	BA/BS degree in Computer Science, Business Administration or related degree	MA/MS degree in Computer Science, Business Administration or related degree	MA/MS degree in Computer Science, Business Administration or related degree
License/	None	None	None	None



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Certification Minimum				
Desired	Desired: Architecture Certification (TOGAF, Zachman, DODAF, etc), Security Certification (CISSP, etc), IT Delivery Certification (ITILv3, etc)	Desired: Architecture Certification (TOGAF, Zachman, DODAF, etc), Security Certification (CISSP, etc), IT Delivery Certification (ITILv3, etc)	Desired: Architecture Certification (TOGAF, Zachman, DODAF, etc), Security Certification (CISSP, etc), IT Delivery Certification (ITILv3, etc)	Desired: Architecture Certification (TOGAF, Zachman, DODAF, etc), Security Certification (CISSP, etc), IT Delivery Certification (ITILv3, etc)
Experience Minimum	<ul style="list-style-type: none"> 4 years of experience of business analysis functions in IT Hands-on experience with business requirements gathering/analysis. Proven experience in structured systems analysis. 	<ul style="list-style-type: none"> 7 years of experience in business analysis and process modeling functions within IT Hands-on experience with business requirements gathering/analysis. Proven experience in structured systems analysis. Experience with business process modeling tools and processes 	<ul style="list-style-type: none"> 10 years of experience in business analysis and process modeling functions with experience leading teams for at least 3 years Hands-on experience with business requirements gathering/analysis. Proven experience in structured systems analysis. Experience with business process modeling tools and processes Experience providing direction to one or more Business Architects and/or Business Analysts 	<ul style="list-style-type: none"> 12 years of experience in business analysis and process modeling functions with at least 5 years of experience in leadership roles Hands-on experience with business requirements gathering/analysis. Proven experience in structured systems analysis. Experience with business process modeling tools and processes Experience providing direction to a team of Business Architects and/or Business Analysts
Desired	Utility business experience	Utility business experience	Experience leading Business Architecture function at a utility company or related industry	Experience leading Business Architecture function at a large utility company or related industry
Knowledge, Skills, Abilities Desired	<p>Minimum:</p> <ul style="list-style-type: none"> Domain knowledge of business processes in one or more business areas like Electric Ops, Gas Ops, Energy Supply, Customer Care, HR, Finance, Supply Chain etc Experience with creating business process models, activity diagrams etc using tools like modeling tools like Provision <p>Desired:</p> <ul style="list-style-type: none"> Knowledge of current systems software, protocols, and standards used at large utility companies including Customer, Billing and Meter solutions, and ERP solutions for Utility Operations and Power Generation systems. Excellent communication skills and ability to tailor communication to all levels of the organization. Strong interpersonal and consultative skills with the ability to mediate between business and technology domains. 	<p>Minimum:</p> <ul style="list-style-type: none"> Exceptional analytical, conceptual, and problem-solving abilities Strong understanding of information processing principles and practices. Domain knowledge of business processes in one or more business areas like Electric Ops, Gas Ops, Energy Supply, Customer Care, HR, Finance, Supply Chain etc Experience with creating business process models, activity diagrams etc using tools like modeling tools like Provision Ability to map business process components to applications, services, databases and other IT components. Ability to evaluate business processes and identify reusable IT components. <p>Desired:</p> <ul style="list-style-type: none"> Ability to understand the big picture context of Business Architecture and to visualize the activity 	<p>Minimum:</p> <ul style="list-style-type: none"> Able to influence major, long-term technology decisions at the highest executive levels Ability to engage and collaborate with IT and business leadership. Ability to evaluate technology benefits/risks in a very large, complex business environment Exceptional analytical, conceptual, and problem-solving abilities Strong understanding of information processing principles and practices. Domain knowledge of business processes in one or more business areas like Electric Ops, Gas Ops, Energy Supply, Customer Care, HR, Finance, Supply Chain etc Experience with creating business process models, activity diagrams etc using tools like modeling tools like Provision 	<p>Minimum:</p> <ul style="list-style-type: none"> Ability to evaluate technology benefits/risks in a very large, complex business environment Exceptional analytical, conceptual, and problem-solving abilities Strong understanding of information processing principles and practices. Broad domain knowledge across business areas like Electric Ops, Gas Ops, Energy Supply, Customer Care, HR, Finance, Supply Chain etc Ability to influence the company's technological direction at the highest levels Experience with creating business process models, activity diagrams etc using tools like modeling tools like Provision Ability to map business process components to applications, services, databases and other IT components. Ability to evaluate



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	<ul style="list-style-type: none"> Ability to present ideas in user and/or developer friendly languages. Ability to effectively prioritize and execute tasks in a high-pressure environment. Experience working in a team-oriented, collaborative environment. 	<p>patterns and/or connections in a complex business process that are typically hidden in the details</p> <ul style="list-style-type: none"> Knowledge of current systems software, protocols, and standards used at large utility companies including Customer, Billing and Meter solutions, and ERP solutions for Utility Operations and Power Generation systems. Good solid knowledge of hardware and software evaluation principles and Ability to evaluate products and conduct proof-of-concepts. Excellent communication skills and ability to tailor communication to all levels of the organization. Strong interpersonal and consultative skills with the ability to mediate between business and technology domains. Ability to present ideas in user and/or developer friendly languages. Ability to effectively prioritize and execute tasks in a high-pressure environment. Experience working in a team-oriented, collaborative environment. 	<ul style="list-style-type: none"> Ability to map business process components to applications, services, databases and other IT components. Ability to evaluate business processes and identify reusable IT components. Sets standards, best practices and processes for Business Architects and Business Analysts functions <p>Desired:</p> <ul style="list-style-type: none"> Ability to understand the big picture context of Business Architecture and to visualize the activity patterns and/or connections in a complex business process that are typically hidden in the details Knowledge of current systems software, protocols, and standards used at large utility companies including Customer, Billing and Meter solutions, and ERP solutions for Utility Operations and Power Generation systems. Good solid knowledge of hardware and software evaluation principles and Ability to evaluate products and conduct proof-of-concepts. Excellent communication skills and ability to tailor communication to all levels of the organization. Strong interpersonal and consultative skills with the ability to mediate between the business and technology domains. Ability to present ideas in user and/or developer friendly languages. Ability to effectively prioritize and execute tasks in a high-pressure environment. Experience working in a team-oriented, collaborative environment. 	<p>business processes and identify reusable IT components.</p> <ul style="list-style-type: none"> Sets standards, best practices and processes for Business Architects and Business Analysts functions Ability to evaluate high level project requirements and drive the analysis to determine potential impact to other lines of business Ability to provide guidance on product selection and adoption roadmaps based on functional capabilities <p>Desired:</p> <ul style="list-style-type: none"> Ability to understand the big picture context of Business Architecture and to visualize the activity patterns and/or connections in a complex business process that are typically hidden in the details Knowledge of current systems software, protocols, and standards used at large utility companies including Customer, Billing and Meter solutions, and ERP solutions for Utility Operations and Power Generation systems. Good solid knowledge of hardware and software evaluation principles and Ability to evaluate products and conduct proof-of-concepts. Excellent communication skills and ability to tailor communication to all levels of the organization. Strong interpersonal and consultative skills with the ability to mediate between the business and technology domains. Ability to present ideas in user and/or developer friendly languages. Ability to effectively prioritize and execute tasks in a high-pressure environment. Experience working in a team-oriented, collaborative environment.
Supplemental /	<ul style="list-style-type: none"> Work in office environment 	<ul style="list-style-type: none"> Work in office environment 	<ul style="list-style-type: none"> Work in office environment 	<ul style="list-style-type: none"> Work in office environment



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Other Minimum	• Travel requirements approximately 10%.	• Travel requirements approximately 10%.	• Travel requirements approximately 10%.	• Travel requirements approximately 10%.
Desired				

Optional

Technical Competencies	Technical Competency Descriptions	Proficiency Level*			
		Senior	Expert	Principal	Chief
Business (Strategic) Application	The ability to think in terms of a strategy; to abstract from detail of daily tasks to a long-term plan and vision.	Advanced	Advanced	Master	Master
Technical Analysis	Provides technical analyses and insight into current business practices.	Advanced	Advanced	Advanced	Master
Alliance Partnership	Interfaces with alliance partner, ensures client business needs (immediate and future) are communicated and articulated to alliance partner.			Advanced	Master
Organizational Savvy	Grasps the workings of the total organization as a formal and informal system; aligns and maneuvers organizational resources and internal politics skillfully to solve problems or accomplish goals.	Proficient	Advanced	Advanced	Master
Advocacy and Persuasion	Effectively influences others to achieve understanding, acceptance, and commitment to act in support of ideas, programs or causes related to business systems	Advanced	Advanced	Master	Master

*Proficiency Levels

Novice: Demonstrates general understanding of knowledge, principles, and/or applications of the area; is able to complete routine assigned tasks with minimal guidance or supervision.

Proficient: Demonstrates solid understanding of knowledge, principles, and/or applications of the area; is able to complete moderately complex projects, with minimal guidance and supervision.

Advanced: Demonstrates advanced understanding of knowledge, principles, and/or applications of the area; is able to understand complex ideas and make recommendations in this area. May guide efforts of others on the team.

Master: Demonstrates mastery of knowledge, principles, and/or applications of the area; is able to lead and direct others in this area.