

ARPC Position Description

Role title:	Cloud Engineer (CE)		
Function:	Technology	Classification broadband:	ARPC 5/6
Location:	Sydney	Security clearance:	Baseline
Role reports to:	Head of Information Technology (HoIT)		
Direct reports:	Nil		

Purpose of the role (Why the role exists; how the role contributes to the ARPC's strategic objectives)

The purpose of this role is to support the implementation and development of ARPC's enterprise Azure data cloud infrastructure by creating integrity, maximising agility, scalability, self-service and unlocking efficiencies across the cloud technology.

Key accountabilities (Key activities, tasks, and outcomes to be achieved)

- Role model ARPC's Values and Code of Conduct and capabilities set out in ARPC's Capability Framework.

Data Architecture

- Assist with the implementation of ARPC's enterprise data roadmap that aligns with ARPC IT cloud first principle to meet the business strategic and operational outcomes.
- Review and refine the cloud data & analytics delivery platform to enhance the integration of new sources, performance of existing data delivery and rapid development of new subject areas to ensure optimal performance and scalability.
- Develop systems and processes to build data sharing capabilities with external stakeholders.
- Deploy and manage various Azure servers (IaaS), data warehouses, Azure Data Factory, Azure Batch, SQL PaaS databases, automated continuous integration / continuous delivery (CI/CD) pipelines and integrations to support seamless data operations.
- Automate infrastructure provisioning and configuration tasks to improve efficiency and reduce manual workload.
- Liaise with internal and external stakeholders to align data solutions with business objectives.

Data Operations

- Optimise and refine existing systems to improve performance and cost-efficiency.
- Monitor system performance continuously and troubleshoot issues promptly to minimise downtime.
- Ensure data integrity, governance, quality, and security best practices are implemented to safeguard data that meets compliance & regulatory standards.
- Own business support documentation, support impact assessments, process mapping, procedure documentation and improvement of data platforms, systems and services.

Reporting and Analysis

- Create and maintain rich interactive reporting and visualisations through data interpretation and analysis, with components from multiple data sources.
- Work closely with ARPC business teams to understand and maintain focus on their analytics needs, including critical metrics and KPIs.

Working relationships (key stakeholders, clients, customers, suppliers, providers, consultants, etc.)

Build and maintain strong relationships within:

- **Internal** relations with
 - All members of the ARPC team by working closely with the business
- **External** relationships with
 - Industry peers

Person specification

Qualifications and experience

Qualifications

- Tertiary qualification in computer science, IT or a related field - *Mandatory*
- Relevant Azure Data certifications - *Mandatory*

Experience

- Practical experience in cloud data management - *Mandatory*
- Hands on deployment experience in one or more of the following Azure data technologies – PaaS & IaaS services, SQL, Relational Database, Azure Data Factory, Data Warehouse, Azure Batch, Microsoft Fabric, Power Automate and Power BI – *Mandatory*
- Experience in building relationships with different stakeholders - *Mandatory*
- Knowledge of insurance, reinsurance or other financial services - *Desired*
- Technical writing of reports - *Desired*

Key legislative / regulatory role responsibilities

Public Interest Disclosure Act 2013 (PID Act)

- ARPC staff must assist the ARPC CEO (or delegate) and/ or the Commonwealth Ombudsman in the conduct of a PID investigation.

Privacy Act 1988

- ARPC staff must adhere to the Australian Privacy Principles and the ARPC Privacy Policy and report any privacy breaches by any employee or contractor to the Privacy Officer / or Privacy Champion, as soon as they become aware of them.

Freedom of Information Act 1982 (FOI Act)

- ARPC staff are responsible for notifying and supporting the Information Public Scheme (IPS) Team to ensure published website Information is accurate, up-to-date and complete.
- ARPC 'owners' of website content are required to review content on their page(s) at least annually.

Work Health & Safety Act 2011 (WHS Act)

- All workers, including senior managers and executives, have duties under WHS Act.
- These duties include taking reasonable care for our own psychological and physical health and safety and that your actions or omissions do not adversely affect the health and safety of other persons.

Technical capabilities (skills, knowledge, technical or specialist capabilities)

- Sound interpersonal skills coupled with effective stakeholder management capabilities.
- An ability to effectively negotiate and influence.
- A self-starter with minimal supervision who can work across a diverse range of problems, contexts, and, at times, changing priorities.
- Sound analytical and problem-solving skills.
- Ability to work as part of a team and autonomously as a subject matter expert
- Ability to analyse, design, plan, execute, and evaluate work to time, cost and quality targets.
- Well-developed analytical skills with the ability to derive simple insights from complex data.
- Well-developed written and verbal communication skills.
- Ability to make decisions within the scope of the role and escalate where necessary so that assigned work can be delivered within agreed timeframes, quality requirements and budget.
- Strong customer service focus.
- Good time management and communication skills.
- Astute attention to detail.
- Courteous assertiveness.

Authorities	Limits/ type
Financial delegations:	As per ARPC Delegations Policy
HR delegations:	As per ARPC Enterprise Agreement
Declared Terrorist Incident (DTI) and Declared Cyclone Event (DCE):	As per ARPC Event Response Policy

Additional requirements

ARPC Values			
• Integrity	• Respect	• Service	• Wellbeing

ARPC Capabilities (Integrated Leadership System)
ARPC Capabilities describe behavioural expectations for all employees, by classification broadband.
<ul style="list-style-type: none"> • Shapes strategic thinking • Achieves results • Supports/cultivates productive working relationships • Displays/exemplifies personal drive and integrity • Communicates with influence
Refer to ARPC’s intranet for detailed information on each of the capability areas.

Prepared by: (Name & position)	Sachin Nadgauda, Head of Information Technology	Date:	6 November 2024
Approved by: (Name & position)	Victoria Simpson, Chief Operations Officer	Date:	6 November 2024