

# Position Description



## 1. General Information

<b>Position Title:</b>	<b>Data Architect</b>
<b>Division/Department:</b>	Information Technology
<b>Position Reports to:</b>	Director of Data and Integration
<b>Enterprise/Individual Agreement:</b>	Common Law/Non Award, Individual Agreement
<b>Classification/Grade:</b>	Individual Agreement
<b>Location:</b>	Richmond Corporate Office – Pelaco Building
<b>Employment Status:</b>	Full Time
<b>Resource Management</b> (for Management positions only) <b>Number of Direct Reports:</b> <b>Budget under management:</b>	N/A
<b>Key Relationships - internal and external</b>	<ul style="list-style-type: none"><li>• Information Technology Team</li><li>• Digital, Application and Data Services Team</li><li>• Business Users and Technology Support Teams.</li><li>• Vendors that provide software and support services as required.</li></ul>

## 2. Overview of Epworth HealthCare

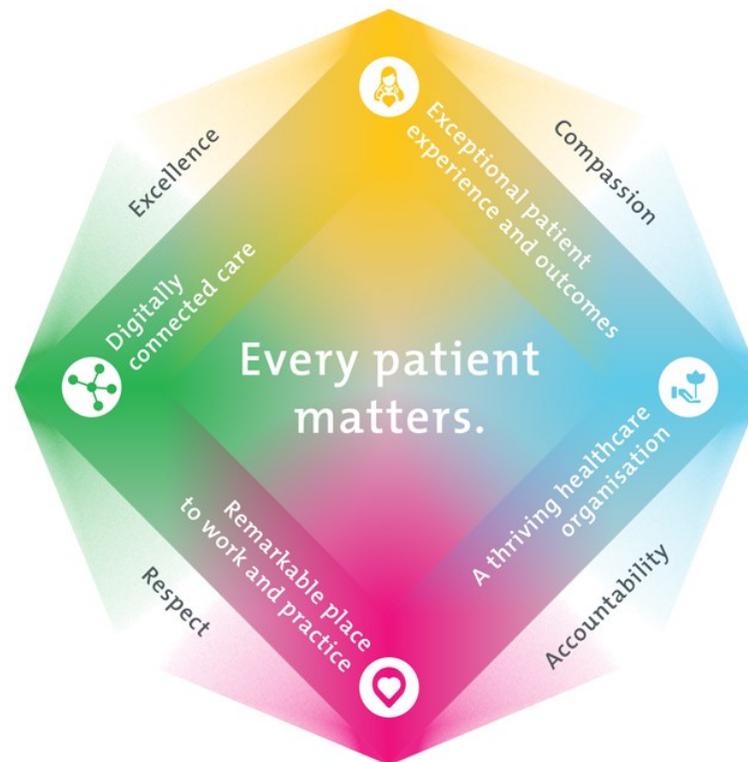
Epworth HealthCare is Victoria's largest not-for-profit private health care group, renowned for excellence in diagnosis, treatment, care and rehabilitation. Epworth is an innovator in Australia's health system, embracing the latest in evidence-based medicine to pioneer treatments and services for our patients.

Epworth's values define our approach and our delivery. We pride ourselves on communicating our values and delivering on them in a real and meaningful way. Our Values are Compassion, Accountability, Respect and Excellence. More information can be found on the [Epworth website](#).

Epworth's purpose is Every Patient Matters.

Our Vision is Delivering another 100 years of exceptional healthcare and innovation to the Victorian community.

## 3. Epworth HealthCare Strategy



All roles are linked to the Epworth strategy and are fundamental in achieving its vision and purpose.

**Exceptional patient experience and outcomes** - To empower our patients and deliver compassionate, expert and coordinated care.

**A thriving healthcare organisation** - To adapt and grow in a changing healthcare landscape by delivering a unique private not-for-profit healthcare organisation.

**Remarkable place to work and practice** - To ensure Epworth is an outstanding place to work and practice through a culture of care and investment in our people.

**Digitally connected care** - To innovate and improve the digital experience, interactions and outcomes for our patients, staff and doctors.

## 4. Purpose of the Position

The Data Architect is a key member of the Information Technology team, responsible for designing and guiding the modernization of our data platform in alignment with industry best practices. This role plays a critical part in transitioning from legacy on-premises systems to a scalable, secure, and cloud-based data architecture.

The architect will define current and target state architectures, design and govern enterprise data models, and establish robust patterns for batch processing, change data capture (CDC), streaming, and ELT workflows. These patterns will be implemented using a variety of modern data services and tools, independent of any specific cloud provider.

Collaboration is central to this role, involving close engagement with vendors, platform and integration teams, analytics professionals, and clinical stakeholders. The architect ensures that all solutions meet privacy and security obligations—such as compliance with the Australian Privacy Principles (APPs)—and are aligned with the organisation’s strategic goals.

## 5. Clinical Governance Framework

This role is required to put into practice the Clinical Governance Framework at Epworth as every employee is accountable for ensuring that our patients and community receive safe, high quality and person-centred care in every interaction with Epworth. This is achieved through active participation in the five domains of clinical governance at Epworth:

Clinical Governance Domain	Role
<i>Leadership and culture</i>	Promote and participate in a supportive, fair and transparent culture where lessons from previous outcomes are learned and patient safety and quality is a priority at all levels of the organisation.
<i>Consumer Partnerships</i>	Understand and where relevant, ensure that each patient is actively involved in their own care and treatment including families/carers wherever possible.
<i>Effective Workforce</i>	Develop and maintain one’s own competency, skills and knowledge to ensure high quality service provision and care.

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<b>Clinical Safety and Effectiveness</b>	Understand and where relevant, ensure, that the right care is provided to the right person at the right time, in the right place and patient outcomes are monitored and improved.
<b>Risk Management</b>	Be responsible for identifying and reporting risks, hazards and near misses for people in our care and participating in risk mitigation strategies.

## 6. Key Accountabilities

KEY RESPONSIBILITIES	MEASURES/KPIs TO BE ACHIEVED
Define current- and target-state data platform architecture on cloud platform (projects, networking, security, IAM, landing zones, guardrails).	<i>Approved HLD/LLD; architecture reviews passed; security posture sign-off.</i>
Design data models and zones (raw/bronze, integrated/silver, curated/gold) using 3NF, Data Vault 2.0, and star schema as appropriate.	<i>Model standards adopted; query performance and usability targets met.</i>
Lead migration of SQL Server/SSIS workloads to cloud data platform using native technologies.	<i>Dual-run completed; data reconciled; zero critical defects at cutover.</i>
Establish ELT/ETL patterns and orchestration with Workflows; implement CI/CD with Terraform.	<i>Pipeline reliability (SLA/SLO), MTTR, deployment success rate <math>\geq</math> agreed targets.</i>
Implement governance (catalog, quality, lineage) and Data platform policy tags, RLS/CLS.	<i>Data quality rules coverage; lineage availability; audit readiness.</i>
Set standards for performance and cost optimisation (partitions/clusters, reservations/slots, caching, materialised views).	<i>Cost within budget; performance benchmarks achieved.</i>
Design and implement real-time/near-real-time.	<i>Freshness/latency SLOs met; replay/recovery tested.</i>
Ensure compliance with Australian privacy law and Epworth policies	<i>Privacy/security controls verified; zero high-severity audit findings.</i>
Document patterns, runbooks and conduct enablement for data engineers and analysts.	<i>Training sessions delivered; documentation up to date; stakeholder feedback positive.</i>
<b>Customer Service</b>  Epworth is committed to the provision of excellent customer service to all of our people, customers and stakeholders including patients and external suppliers.	<ul style="list-style-type: none"> <li>• Patient and customer service satisfaction surveys within agreed targets</li> <li>• Use AIDET principles in all interactions</li> <li>• Issues are escalated to the manager and resolved in a timely manner</li> </ul>

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<p>Superior patient service leads to improved healing in a trusting, caring environment and creates a safe environment for patients and employees.</p> <ul style="list-style-type: none"> <li>• Provide excellent, helpful service to patients, visitors and staff</li> <li>• Communicate with clear and unambiguous language in all interactions, tailored to the audience</li> <li>• Build customer relationships and greet customers and patients promptly and courteously</li> <li>• Actively seek to understand patients' and their family's (customers) expectations and issues</li> </ul>	
<p><b>Safety and Wellbeing</b></p> <p>Participate actively and positively in the area of health and safety to reduce all hazards and incidents within the workplace</p> <ul style="list-style-type: none"> <li>• Report all hazards, incidents, injuries and near misses immediately to your manager and log them in RiskMan</li> </ul>	<ul style="list-style-type: none"> <li>• Adhere to infection control/personal hygiene precautions</li> <li>• Implement and adhere to Epworth OHS policies, protocols and safe work procedures</li> <li>• Mandatory training completed at agreed frequency</li> </ul>

## 7. Position Requirements/Key Selection Criteria

COMPONENT	
Qualifications	<p><b>Essential</b></p> <ul style="list-style-type: none"> <li>• Bachelor’s degree in Computer Science, Information Systems, Data Engineering or related field.</li> </ul>

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	<p><b>Desirable</b></p> <ul style="list-style-type: none"> <li>• Postgraduate qualification in Data/Analytics; Professional Data Engineer or Professional Cloud Architect certification.</li> </ul>
Previous Experience	<p><b>Essential</b></p> <ul style="list-style-type: none"> <li>• 10+ years in data engineering/architecture, including 3+ years on any major cloud platform.</li> <li>• Proven experience migrating on-prem SQL Server data warehouses and SSIS workloads to cloud.</li> <li>• Hands-on delivery of CDC/streaming and ELT.</li> </ul> <p><b>Desirable</b></p> <ul style="list-style-type: none"> <li>• Experience in healthcare or regulated industries; familiarity with HL7/FHIR.</li> <li>• Exposure to enterprise BI; heavy transformations.</li> </ul>
Required Knowledge & Skills	<p><b>Essential</b></p> <ul style="list-style-type: none"> <li>• Expertise in SQL performance, partitioning/cluster, policy tags, RLS/CLS.</li> <li>• Strong in ETL/ELT, CDC, Event Streaming.</li> <li>• Data and Semantic models: 3NF, Data Vault 2.0, star schema; SCD/CDC merge patterns.</li> <li>• Governance: (catalog, quality, lineage) with IAM/lineage integrations.</li> <li>• Security by design: Implementation of identity and access controls, encryption key management, secret handling, network isolation, and secure service connectivity.</li> <li>• Orchestration CI/CD (Git, Terraform).</li> <li>• Observability (Logging/Monitoring, Error Reporting), SLAs/SLOs.</li> <li>• Ability to engage and influence senior business and technology stakeholders on data strategy, governance, and architecture.</li> </ul> <p><b>Desirable</b></p>

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	<ul style="list-style-type: none"> <li>• Python and utilities; dbt.</li> <li>• Implementing data mesh principles, including federated governance and self-serve infrastructure.</li> <li>• Experience designing data-centric applications and APIs for operational and analytical use cases.</li> <li>• Strong understanding of integration architecture, including event-driven and API-based patterns.</li> <li>• Exposure to analytics and ML/AI architecture, including model deployment and GenAI use cases.</li> </ul>
<p><b>Personal Attributes &amp; Values</b></p> <p>All employees are expected to consistently work in accordance with Epworth’s values and behaviours</p> <ul style="list-style-type: none"> <li>• Compassion</li> <li>• Accountability</li> <li>• Respect</li> <li>• Excellence</li> </ul>	<p><b>Essential</b></p> <ul style="list-style-type: none"> <li>• Self-starter with a passion for innovation and continuous learning</li> <li>• Strong problem-solving and critical thinking skills</li> <li>• Demonstrates initiative, integrity, and accountability</li> <li>• Strong team collaboration and adaptability</li> <li>• Aligned with Epworth’s Vision and Values (Compassion, Accountability, Respect, Excellence)</li> </ul>

## Document Control

Date Developed:	Date Last Reviewed:	Developed and Reviewed By (Position Title):
04/09/2025		Developed By - Roshan Mendonca – Director of Data and Integration

## 8. Employee Position Declaration

I have read and understand the requirements and expectations of the above Position Description. I agree that I have the physical ability to fulfil the inherent physical requirements of the position, and accept my role in fulfilling the Key Accountabilities. I understand that the information and statements in this position description are intended to reflect a general overview of the responsibilities and are not to be interpreted as being all-inclusive.

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Employee Signature:

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Print Name:

Date:

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