

HR/ER Department, Business Operations,  
Technology and Transformation

Dr. Steevens’ Hospital,

Dublin 8, D08 W2A8

Rannóg AD/CF

Oibríochtaí Gnó

Teicneolaíocht agus Trasfhoirmiú

FSS, Ospidéal Dr. Steevens

Baile Átha Cliath 8, D08 W2A8

**Grade VIII Lead Solution Architect**

**Ailtire – Ceannaire Réitigh, Grád VIII**

**Technology & Transformation**

**Job Specification & Terms and Conditions**

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| **Job Title and Grade** | **Grade VIII Lead Solution Architect**  **Ailtire – Ceannaire Réitigh, Grád VIII**  Grade Code 0655 |
| **Remuneration** | The Salary scale for the post is  €81,444, €82,175, €85,389, €88,616, €91,818, €95,033, €98,231 LSIs **(01.03.2025)**  **New appointees** to any grade start at the minimum point of the scale.  Incremental credit will be applied for recognised relevant service in Ireland and abroad (Department of Health Circular 2/2011).  Incremental credit is normally granted on appointment, in respect of previous experience in the Civil Service, Local Authorities, Health Service and other Public Service Bodies and Statutory Agencies. |
| **Campaign Reference** | T&T/40/25 |
| **Closing Date** | Wednesday 13th August at 12 Noon |
| **Proposed Interview Date (s)** | TBC |
| **Taking up Appointment** | A start date will be indicated at job offer stage |
| **Organisational Area** | Technology & Transformation |
| **Location of Post** | The line manager is open to engagement in respect of flexibility around location subject to reaching agreement on a minimum level of availability to attend meetings in other nationwide locations as appropriate to carry out the functions of the post.  Technology & Transformation currently have a number of offices throughout Ireland and it is expected that the successful candidate will work from one of these locations.  ***Technology & Transformation Locations:***   * Dr. Steevens’ Hospital, Dublin   *Ospidéal Dr Steevens’, Baile Átha Cliath*   * Bective Street, Kells, Meath   *Sráid Bheigthí, Ceanannas, Co na Mí*   * Feehily’s Business Centre, Duck Street, Sligo   *Ionad Gnó Uí Fhithcheallaigh, Sráid na Lachan, Sligeach*   * Aras Slainte Chluainin, Manorhamilton, Leitrim   *Aras Slainte Chluainín, Manorhamilton, Leitrim*   * Áras Sláinte, Wilton Road, Cork   *Áras Sláinte, Bóthar Wilton, Corcaigh*   * Dublin Road, Lacken, Kilkenny   *Bóthar Bhaile Átha Cliath, Cill Chainnigh*   * Merlin Park Hospital, Galway   *Ospidéal Pháirc Mheirlinne, Gaillimh*   * 98 Henry Street, Limerick   *Sráid Anraí, Luimneach*   * Scott Building Midlands Regional Hospital, Arden Road, Tullamore, Offaly   *Ospidéal Réigiúnach Lár na Tíre, Tulach Mhor, Uíbh Fhailí*   * Southgate Shopping Centre, Colpe Cross, Drogheda, Meath   *Ionad Siopadoireachta Southgate, Crois Cholpa, Droichead Átha, Co. na Mí*   * University Hospital Kerry, Tralee, Kerry   *Ospidéal Ollscoile Ciarraí, Trá Lí, Ciarraí*   * Hale Street, Ardee, Louth   *Shráid Héil, Bhaile Átha Fhirdhia, Có Lú*  A panel may be created for the post from which permanent and specified purpose vacancies of full or part time duration may be filled. |
| **Informal Enquiries** | Campaign Lead: MaryRose McIntyre  Email: recruitment.TechnologyAndTransformation@hse.ie |
| **Details of Service** | Technology & Transformation is the HSE office responsible for the delivery of technology to support healthcare across Ireland. Technology & Transformation embraces all voice, video and data communications technologies and provides one central management point for all purchases of hardware, software, telecommunications, ICT developments and advisory services.  Technology & Transformation is also responsible for implementing the Digital for Care Framework, ensuring that technology supports healthcare efficiently and effectively throughout the whole system. The core of Digital for Care is to bring improved population wellbeing, health service efficiencies and economic opportunity through the use of technology enabled healthcare provision.  [Digital for Care 2030](https://www.ehealthireland.ie/technology-and-transformation-functions/digital-for-care-2030/digital-for-care-2030-overview/) is the Framework under which all digital health solutions for the HSE are co-ordinated, streamlined and implemented.  It provides a strategic and innovative plan to advance key Sláintecare programmes and deliver integrated care that is fully aligned with the Health Regions structure.  These programmes are critical in setting the future policy direction under Digital for Care, for considering opportunities offered by current and emerging technologies, and are fundamental in the delivery of digital health transformation in Ireland. |
| **Reporting Relationship** | Chief Architect Officer |
| **Purpose of the Post** | The Lead Solution Architect in the HSE, plays a crucial role in delivering the technical vision and strategy for integrated care within complex healthcare products, programs, and services. The role will be instrumental in shaping innovative solutions that achieve the vision set out in Digital for Care.  The ideal candidate will possess a blend of technical expertise, strategic thinking, and leadership skills, with a deep understanding of the healthcare industry. They will be comfortable working across various healthcare domains and be able to deliver high-value solutions. |
| **Principal Duties and Responsibilities** | Principal Duties & Responsibilities include: -  **Strategy and Execution:**   * Lead the solution design and development for key strategic initiatives in Digital for Care considering their interactions and evolution over time with the key responsibility of ensuring interoperability between systems. * Design technical architectures for Digital for Care programme delivery to meet the business needs and ensure alignment to the enterprise architectural guidance * Define and maintain the technical strategy for key strategic initiatives in Digital for Care * Guide & support across healthcare initiatives, addressing challenges that require broad architectural thinking. * Identify business drivers and anticipates future business and technology requirements * Develop and communicate the vision for patient-centred, secure healthcare systems in an evolving environment. * Participate in business requirements gathering sessions and translates those business requirements and uses cases into functional specifications, technical specifications and requirements documents for new products, integrating systems, new product features or functionality. * Balance team dynamics, HSE priorities, regulatory constraints, and technical considerations to deliver solutions that deliver Digital for Care. * Collaborate with clinical, operational and digital stakeholders to make informed decisions on technology choices, selecting appropriate languages, frameworks, and tools that comply with healthcare regulations ensuring interoperability and integration. * Deliver architect solutions that align with clinical workflows, patient data exchange, and decision support systems, ensuring technology solutions effectively support healthcare operations. * Participate in implementing rigorous architecture & design methodology that consistently yields the right level of technical design documentation and develop technical solutions that conform both to HSE requirements and standards * Review, cost and design optimised solution designs based on rigorous understanding of costs and returns * Hands-on prototyping may be required to demonstrate concepts and prove value * Ability to act as a key member of product, program or service team and provide leadership in both throughout the product lifecycle. * Ability to adapt to rapidly changing technologies and business requirements, continuously expanding knowledge and skills. * Assist in problem resolution and support the development team through consultation and problem research * Utilise understanding of industry solution trends to innovate and provide innovative ideas within the investment lifecycle. Stay current with the latest healthcare technologies and trends while delivering working solutions early and often. * Participate in governance mechanisms and ensure that deliveries exceed governance standards   **The above job description is not intended to be a comprehensive list of all duties involved and consequently, the post holder may be required to perform other duties as appropriate to the post which may be assigned to him / her f*r*om time to time and to contribute to the development of the post while in office.** |
| **Eligibility Criteria** | **Applicants must, at the latest date of application, clearly demonstrate, all of the criteria listed below as relevant to the role:**   * Significant experience in at least two disciplines such as solution or technical architecture, application development, business information, middleware, information analysis, database management, or operations in a multitier environment. * Significant experience in a senior industry either healthcare or life science architecture role, with a focus on digital transformation. * Experience working in complex distributed multi-party environments * Experience working across heterogenous technology environments & technologies   Have the requisite knowledge and ability (including a high standard of suitability and management ability) for the proper discharge of the duties of the office  **Health**  A candidate for and any person holding the office must be fully competent and capable of undertaking the duties attached to the office and be in a state of health such as would indicate a reasonable prospect of ability to render regular and efficient service.  **Character**  Each candidate for and any person holding the office must be of good  character.  **Age**  Age restrictions shall only apply to a candidate where he/she is not classified as a new entrant (within the meaning of the Public Service Superannuation Act, 2004). A candidate who is not classified as a new entrant must be under 68 years of age on the first day of the month in which the latest date for receiving completed application forms for the office occurs. |
| **Post specific requirements** | * Master's or bachelor's degree in computer science, computer engineering, electrical engineering, system analysis, design or a related field of study, or equivalent experience. * Professional Architect Accreditation: IASA CITA Professional or Distinguished, Open Group CA or above, or other equivalent architect certification. |
| **Other requirements specific to the post** | * Access to appropriate transport to fulfil the requirement of the role * Flexibility in relation to working hours to fulfil the requirements of the role |
| **Additional eligibility requirements** | **Citizenship Requirements**  Eligible candidates must be:   1. EEA, Swiss, or British citizens   **OR**   1. Non-European Economic Area citizens with permission to reside and work in the State   Read Appendix 2 of the Additional Campaign Information for further information on accepted Stamps for Non-EEA citizens resident in the State, including those with refugee status.  To qualify candidates must be eligible by the closing date of the campaign. |
| **Skills, competencies and/or knowledge** | **Professional Knowledge & Experience**  *Demonstrate***:**   * Comprehensive understanding of the modern architecture stack, from front-end development, to systems integration, infrastructure and networking with a focus on healthcare domains * Proficiency with various infrastructure platforms, technologies, operating systems, databases and standards including HL7, FHIR, DICOM and API’s especially restAPI. * Proficiency in modelling and documentation techniques such as C4, UML, and ArchiMate applied to healthcare systems. * Familiarity with healthcare regulatory compliance including HIPAA and GDPR * Familiarity with agile development and DevOps practices to ensure rapid and iterative solution delivery in a fast-paced healthcare environment. * Extensive knowledge of cloud-first architectures and their design principles * Strong understanding of open-source and security principles and technologies * Strong understanding of applicable open standards & principles e.g. Messaging, directory and interoperability standards. * Experience with specific software platforms in particular Azure, AWS, Salesforce * Ability to identify wider implications beyond immediate technical problems in healthcare settings. * Excellent strategic thinking and ability to translate the Digital for Care vision into actionable architecture blueprints * An awareness of the HSE’s Digital Health Strategic Implementation Roadmap, Digital for Care 2030 and of Sláintecare * Flexibility to adapt to evolving healthcare technology trends and requirements * Identify and apply innovative and existing technologies to support the Digital for Care strategy, using rapid and agile approaches to evolve innovations. * Participate in architectural oversight for key Digital for Care initiatives across healthcare settings. * Participate in the development and implementation of a comprehensive lightweight architecture governance framework aligned with HSE's overall organisational governance * Participate in the evaluation and selection of architecture standards, ensuring optimal governance structures and compliance activities across the HSE * Participate in HSE governance and decision-making mechanisms to ensure deliverables meet governance standards * Participate in the creation of governance, assurance, and standards to guide architecture decision-making * Participate in risk management and mitigation strategies in governance to ensure the stability and security of digital health initiatives. * Maintaining and supporting architecture meta models     **Team and Leadership Skills**  *Demonstrate***:**   * Proven track record of leading technical teams and delivering services in an agile environment * Experience in developing, scoping, scaling, and management deliverables * Ability to manage multiple, competing demands and work independently with minimal supervision * Expertise in solution architecture processes, methodologies, frameworks, and tools including value analysis, requirement management, and traceability throughout the delivery lifecycle * Experience in managing and leading a team. * Experience of working as part of a team with a mixed programme of work, and moving with ease between concurrent projects. * The ability to work with multi-disciplinary team members and stakeholders to facilitate high performance, developing and achieving clear and realistic objectives. * The ability to lead the team by example, coaching and supporting individuals as required * The ability to address performance issues as they arise. * Flexibility and willingness to adapt, positively contributing to the implementation of change. * Capacity to work effectively with external vendors, architecture, engineering and development staff for optimal design and delivery – * Promote continuous learning and adaptation to modern technologies and methodologies to stay ahead of industry trends and enhance the effectiveness of digital health solutions.   **Evaluating Information, Problem Solving & Decision Making**  *Demonstrate***:**   * Detail-oriented with excellent analytical and problem-solving skills * Experience with major forms of quality assurance and change management * Ability to address solution complexity and ensure expected solution quality attributes are achieved * Innovative thinking to challenge entrenched practices and identify opportunities for digital transformation in healthcare. * Effective problem-solving capacity in complex work environments. * The ability to quickly grasp and understand complex issues and the impact on service delivery. * The ability to gather and analyse information from relevant sources, weighing up a range of critical factors to develop solutions and make decisions as appropriate. * The ability to make sound decisions with a well-reasoned rationale and to stand by these. * A capacity to develop new proposals and put forward solutions to address problems in a timely manner. * Ability to translate high-level requirements into deliverable software architecture   **Planning and Organising Skills**  *Demonstrate***:**   * The ability to implement and manage change and business processes. * The ability to manage deadlines and effectively handle multiple tasks within a busy environment. * Strong planning and organising skills including awareness of resource management and the importance of value for money. * The ability to use computer technology effectively for the management and delivery of results. * The ability to take responsibility and be accountable for the delivery of agreed objectives. * A logical and pragmatic approach to workload, delivering the best possible results with the resources available. * Collaborate on the design and develop future-state healthcare delivery models that leverage emerging technologies, with a focus on improving patient outcomes and operational efficiency.   **Communication and Interpersonal Skills**  *Demonstrate***:**   * Excellent verbal and written communication skills, with the ability to present complex solutions to all levels of management * Strong relationship development skills with primary and secondary stakeholders * Ability to build consensus among diverse healthcare stakeholders and manage conflicting interests * Ability to articulate the value proposition of technical solutions to both technical and non-technical audiences, building consensus and driving adoption. * Excellent communication and interpersonal skills with an ability to engage effectively with a wide range of stakeholders. * The ability to present information clearly, concisely and confidently when speaking and in writing tailoring to meet the needs of the audience. * The ability to build and maintain relationships with colleagues and other stakeholders to assist in performing the role.   **Commitment to providing a quality service**  *Demonstrate***:**   * Evidence of incorporating the needs of the service user into service delivery. * Evidence of proactively identifying areas for improvement and the development of practical solutions for their implementation. * Evidence of practicing and promoting a strong focus on delivering high quality customer service for internal and external customers. * A commitment to continuing professional development. |
| **Campaign Specific Selection Process**  **Ranking/Shortlisting / Interview** | A ranking and or shortlisting exercise may be carried out on the basis of information supplied in your application form. The criteria for ranking and or shortlisting are based on the requirements of the post as outlined in the eligibility criteria and skills, competencies and/or knowledge section of this job specification. Therefore, it is very important that you think about your experience in light of those requirements.  Failure to include information regarding these requirements may result in you not being called forward to the next stage of the selection process.  Those successful at the ranking stage of this process (where applied) will be placed on an order of merit and will be called to interview in ‘bands’ depending on the service needs of the organisation. |
| **Code of Practice** | The HSE will run this campaign compliance with the Code of Practice prepared by the Commission for Public Service Appointments (CPSA). The Code of Practice sets out how the core principles of probity, merit, equity and fairness might be applied on a principle basis. The Code also specifies the responsibilities placed on candidates, facilities for feedback to applicants on matters relating to their application when requested, and outlines procedures in relation to requests for a review of the recruitment and selection process and review in relation to allegations of a breach of the Code of Practice. Additional information on the review process is available in the document posted with each vacancy entitled “Code of Practice, Information for Candidates”.  Codes of practice are published by the CPSA and are available on [www.hse.ie/eng/staff/jobs](http://www.hse.ie/eng/staff/jobs) in the document posted with each vacancy entitled “Code of Practice, Information for Candidates” or on [www.cpsa.ie](http://www.cpsa.ie). |
| The reform programme outlined for the Health Services may impact on this role and as structures change the job description may be reviewed.  This job description is a guide to the general range of duties assigned to the post holder. It is intended to be neither definitive nor restrictive and is subject to periodic review with the employee concerned. | |



**Grade VIII – Lead Solution Architect**

**Terms and Conditions of Employment**

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| **Tenure** | The current vacancies available are permanent and whole time.  The posts are pensionable. A panel may be created from which permanent and specified purpose vacancies of full or part time duration may be filled. The tenure of these posts will be indicated at “expression of interest” stage. These posts may be assigned to any the Digital for Care programmes based on service requirements and this will be specified at ‘’job offer’’ stage.  Appointment as an employee of the Health Service Executive is governed by the Health Act 2004 and the Public Service Management (Recruitment and Appointment) Act 2004. |
| **Remuneration** | The Salary scale for the post is: **Grade VIII**  €81,444, €82,175, €85,389, €88,616, €91,818, €95,033, €98,231 LSIs (01.03.2025)  **New appointees** to any grade start at the minimum point of the scale.  Incremental credit will be applied for recognised relevant service in Ireland and abroad (Department of Health Circular 2/2011).  Incremental credit is normally granted on appointment, in respect of previous experience in the Civil Service, Local Authorities, Health Service and other Public Service Bodies and Statutory Agencies. |
| **Working Week** | The standard weekly working hours of attendance for your grade are 35 hours per week. Your normal weekly working hours are 35 hours. Contracted hours that are less than the standard weekly working hours for your grade will be paid pro rata to the full time equivalent.  You are required to work agreed roster/on-call arrangements advised by your Reporting Manager. Your contracted hours are liable to change between the hours of 8.00am and 8.00pm over seven days to meet the requirements for extended day services in accordance with the terms of collective agreements and HSE Circulars.  The standard working week applying to the post is 35 hours. |
| **Annual Leave** | The annual leave associated with the post will be confirmed at job offer stage |
| **Superannuation** | This is a pensionable position with the HSE. The successful candidate will upon appointment become a member of the appropriate pension scheme. Pension scheme membership will be notified within the contract of employment. Members of pre-existing pension schemes who transferred to the HSE on the 01st January 2005 pursuant to Section 60 of the Health Act 2004 are entitled to superannuation benefit terms under the HSE Scheme which are no less favourable to those which they were entitled to at 31st December 2004 |
| **Age** | The Public Service Superannuation (Age of Retirement) Act, 2018\* set 70 years as the compulsory retirement age for public servants.  ***\* Public Servants not affected by this legislation:***  Public servants recruited between 1 April 2004 and 31 December 2012 (new entrants) have no compulsory retirement age.  Public servants recruited since 1 January 2013 are members of the Single Pension Scheme and have a compulsory retirement age of 70. |
| **Probation** | Every appointment of a person who is not already a permanent officer of the Health Service Executive or of a Local Authority shall be subject to a probationary period of 12 months as stipulated in the Department of Health Circular No.10/71. |
| **Protection of Children Guidance and Legislation Protection** | The welfare and protection of children is the responsibility of all HSE staff. You must be aware of and understand your specific responsibilities under the Children First Act 2015, the Protections for Persons Reporting Child Abuse Act 1998 in accordance with Section 2, Children First National Guidance and other relevant child safeguarding legislation and policies.  Some staff have additional responsibilities such as Line Managers, Designated Officers and Mandated Persons. You should check if you are a Designated Officer and / or a Mandated Person and be familiar with the related roles and legal responsibilities.  For further information, guidance and resources please visit: [HSE Children First webpage](https://www.hse.ie/eng/services/list/2/primarycare/childrenfirst/resources/) |
| **Infection Control** | Have a working knowledge of Health Information and Quality Authority (HIQA) Standards as they apply to the role for example, Standards for Healthcare, National Standards for the Prevention and Control of Healthcare Associated Infections, Hygiene Standards etc. |
| **Ethics in Public Office 1995 and 2001** | Positions remunerated at or above the minimum point of the Grade VIII salary scale are designated positions under Section 18 of the Ethics in Public Office Act 1995. Any person appointed to a designated position must comply with the requirements of the Ethics in Public Office Acts 1995 and 2001 as outlined below:  A) In accordance with Section 18 of the Ethics in Public Office Act 1995, a person holding such a post is required to prepare and furnish an annual statement of any interests which could materially influence the performance of the official functions of the post. This annual statement of interest should be submitted to the Chief Executive Officer not later than 31st January in the following year.  B) In addition to the annual statement, a person holding such a post is required, whenever they are performing a function as an employee of the HSE and have actual knowledge, or a connected person, has a material interest in a matter to which the function relates, provide at the time a statement of the facts of that interest. A person holding such a post should provide such statement to the Chief Executive Officer. The function in question cannot be performed unless there are compelling reasons to do so and, if this is the case, those compelling reasons must be stated in writing and must be provided to the Chief Executive Officer.  C) A person holding such a post is required under the Ethics in Public Office Acts 1995 and 2001 to act in accordance with any guidelines or advice published or given by the Standards in Public Office Commission. Guidelines for public servants on compliance with the provisions of the Ethics in Public Office Acts 1995 and 2001 are available on the Standards Commission’s website <https://www.sipo.ie/>. |
| **Health & Safety** | It is the responsibility of line managers to ensure that the management of safety, health and welfare is successfully integrated into all activities undertaken within their area of responsibility, so far as is reasonably practicable. Line managers are named and roles and responsibilities detailed in the relevant Site Specific Safety Statement (SSSS).  Key responsibilities include:   * Developing a SSSS for the department/service[[1]](#footnote-1), as applicable, based on the identification of hazards and the assessment of risks, and reviewing/updating same on a regular basis (at least annually) and in the event of any significant change in the work activity or place of work. * Ensuring that Occupational Safety and Health (OSH) is integrated into day-to-day business, providing Systems Of Work (SOW) that are planned, organised, performed, maintained and revised as appropriate, and ensuring that all safety related records are maintained and available for inspection. * Consulting and communicating with staff and safety representatives on OSH matters. * Ensuring a training needs assessment (TNA) is undertaken for employees, facilitating their attendance at statutory OSH training, and ensuring records are maintained for each employee. * Ensuring that all incidents occurring within the relevant department/service are appropriately managed and investigated in accordance with HSE procedures[[2]](#footnote-2). * Seeking advice from health and safety professionals through the National Health and Safety Function Helpdesk as appropriate. * Reviewing the health and safety performance of the ward/department/service and staff through, respectively, local audit and performance achievement meetings for example.   **Note**: Detailed roles and responsibilities of Line Managers are outlined in local **SSSS**. |

1. A template SSSS and guidelines are available on the National Health and Safety Function/H&S web-pages [↑](#footnote-ref-1)
2. See link on health and safety web-pages to latest Incident Management Policy [↑](#footnote-ref-2)