

## CPC496 - Microsoft Modern Workplace Architect

Location	Milton Keynes or London
Reporting to	Head of IT
Working hours	Full time
Contract type/duration	Permanent
Equal Opportunities	CPC is committed to ensuring it recognises equal opportunities
Date written	14 <sup>th</sup> October 2021
Closing date	14 <sup>th</sup> November 2021

### About

Connected Places Catapult is the UK's innovation accelerator for cities, transport, and places. We provide impartial 'innovation as a service' for public bodies, businesses, and infrastructure providers to catalyse step-change improvements in the way people live, work and travel. We connect businesses and public sector leaders to cutting-edge research to spark innovation and grow new markets. We run technology demonstrators and SME accelerators to scale new solutions that drive growth, spread prosperity, and eliminate carbon.

We are human centred, and solution led. We advocate for standards which enable interoperability, replicability, and scale. We work in partnership with others across the UK and beyond to provide access to R&D assets and deliver impact. We support local economies and organisations by being present within them to embed and transfer innovation capabilities. We are globally connected in order to stimulate demand for UK innovations overseas and create opportunities for companies to expand globally.

### Purpose of the role

As a Microsoft Modern Workplace Architect, you will play a key role in driving future innovation and continuous improvement of the services that enable Connected Places Catapult to successfully meet its strategic objectives. This role is responsible for delivering the technical direction within the organisation of information systems, cloud infrastructure and services to support data led decision making.

This is a high-value proactive role, requiring a blend of in-depth technical expertise and the ability to partner with CPC staff to become competent users of the new tools on a daily basis. The role will work alongside other members of the inhouse corporate IT team delivering infrastructure and services to the business while ensuring cyber security processes meet the demands of a mobile, innovative, technology led organisation.

## Key Responsibilities

- Lead on delivering and embedding business solutions, new services, and innovation around MS Modern Workplace solutions
- Proactively scope and deliver organisation wide transformation to streamline operations and improve organisational effectiveness, using Microsoft technologies
- Ensure CPC has the appropriate Microsoft license base to deliver services that enable the organisation to meet its strategic objectives and KPIs in a cost-efficient manner
- Contribute to our cyber security programmes of work maintaining the integrity and resilience of systems, processes, and initiatives
- Use your expert knowledge to act as an escalation point for cloud service-related incidents and requests within business SLAs
- Proactively work with key internal stakeholders to scope and deliver aligned infrastructure and services
- Support and embed a programme of end user training in areas to ensure effective adoption and delivery of the MS Modern Workspace
- You may be required to undertake any other reasonable duties to support the Catapult in achieving its strategic outcomes and ensure effective business operations.

## Skills and experience

### Required

- Significant IT experience with Microsoft Infrastructure solutions
- Expert Office Collaboration products & services knowledge and strong hands-on technical experience with Office 365 and across Office collaboration products and services, including Exchange Online, SharePoint Online, MS Teams, OneDrive for Business, O365 Groups, Yammer and Power Automate.
- Experience of Microsoft Azure Services, direction and evolution as related to enterprise desktop, mobile and infrastructure services. Key areas include Azure Active Directory and modern authentication architectures, OMS, and Microsoft Office 365.
- Technical enterprise-scale experience with cloud & hybrid infrastructures, architecture design and deep knowledge in Microsoft Modern Workplace.
- Self-starter with experience of embracing and embedding new and disruptive technology.
- Experience driving innovation and delivering value to internal stakeholders; building partnerships and delivering new capabilities in support of compelling business cases.
- Experience implementing technical solutions to fulfil business objectives, including but not limited to configuration/development, and implementation.
- Highly motivated, competitive, entrepreneurial, and attracted to challenging opportunities
- Demonstrates the ability to work in a fast-paced environment where organizational skills are essential
- Possess excellent collaboration skills with a wide variety of internal team members
- Ability to communicate technical concepts into easy-to-understand language for internal and external stakeholders
- Ability to influence internal stakeholders using functional expertise
- Thought leadership on emerging trends and products and innovations for customers using Microsoft tools and products
- Technically capable, excellent communicator, and a desire to improve processes.

**Desirable:**

- Knowledge and experience of Microsoft Dynamics 365 for Sales and Marketing, Power Platform and/or Power BI reporting would be a significant advantage

To apply for this role please email us on [jobs@cp.catapult.org.uk](mailto:jobs@cp.catapult.org.uk) with your CV and covering letter attached quoting the ref: **CPC496**

*Employment here is based solely upon individual merit and qualifications directly related to professional competence. We strictly prohibit unlawful discrimination or harassment on the basis of race, colour, religion, national origin, ancestry, pregnancy status, sex, gender identity or expression, age, marital status, mental or physical disability, medical condition, sexual orientation, or any other characteristics protected by law. We also make all reasonable accommodations to meet our obligations under laws protecting the rights of the disabled.*