Dimapilis, Ariel

Data Architect, Technical Lead

Manager: Arjay Gallentes

Evaluated By:

July Impact Statement

Organization: Axos Business Center Team VII (Arjay Gallentes)

Location: ABC Manila Office

01/01/2025 - 06/30/2025

Questions

What do you do? How do you describe your role, duties, and responsibilities? Please be specific.

Manager Evaluation

Response:

Employee Evaluation

Response:

As a Data Architect and Technical Lead, my role centers on designing and implementing a robust data infrastructure and architecture that is scalable, efficient, and aligned with the organization's strategic objectives. Below is an overview of my core duties and responsibilities:

1. Data Architecture Design and Strategy

- **Designing Data Architecture:** I am responsible for crafting and maintaining the data architecture at AUC, ensuring it supports both business requirements and future scalability. This includes defining logical and physical data models, integration patterns, and selecting appropriate technologies.
- **Aligning Data Strategy with Business Goals:** I work closely with stakeholders—such as product managers, business analysts, and IT teams—to define a comprehensive data strategy. This involves decisions around data storage, processing, and access that align with the organization's objectives.
- **Technology Evaluation and Selection:** I assess and choose the most suitable tools and platforms (e.g., databases, cloud services, ETL tools, modeling software) to meet the organization's data processing and analytical needs.

2. Team Leadership and Cross-

Functional Collaboration

- **Leading Data and Technical Teams:** As a technical lead, I manage a diverse team that includes data engineers, QA specialists, and developers. I ensure successful project execution by providing technical guidance, mentorship, and support.
- **Cross-Functional Collaboration:** I actively coordinate with various departments—such as software engineering, database development, DevOps, and business units—to ensure the seamless integration of data solutions across the organization's technology landscape.

What processes do you perform? Please refer to the specific process maps or procedures for the tasks you perform, manage, or have impacted. If no process map exists, please describe the task and write "no process map or procedure".

Manager Evaluation	Employee Evaluation
Response:	Response: As a **Technical Lead Data Architect**, I am responsible for overseeing the efficient, secure, and streamlined flow of data across the organization. Although some of the processes I handle may not have formalized process maps, I can outline the key tasks and procedures I manage or influence:

1. Data Architecture Design and Strategy

- **Task:** Design and optimize the organization's data architecture, including data models, database structures, and data flows.

- **Process Overview:**
  - **Requirement Gathering:** Collaborate with business and technical stakeholders to capture comprehensive requirements.
  - **Architecture Design:** Develop data flow diagrams (DFDs), entity-relationship diagrams (ERDs), and data model structures based on collected requirements.
  - **Technology Evaluation:** Assess and select the most appropriate tools and platforms (e.g., databases, cloud solutions, ETL/ELT tools) that align with architectural needs.
  - **Prototyping:** Build proof-of-concept models to test and validate design assumptions.
  - **Stakeholder Review:** Present architectural designs for stakeholder feedback and approval.

What metrics do you use to manage your performance? How do you know you are doing a good job? Please be specific (number of calls per day, number of closed loans per month).

Manager Evaluation	Employee Evaluation
Response:	Response: As a **Technical Lead Data Architect**, I rely on performance metrics to evaluate the effectiveness of the data architecture, the efficiency of the data team, and how well our data strategy aligns with business objectives. Below are key metrics I use to gauge performance, along with benchmarks that indicate success:

1. Team Productivity and Collaboration

- **Metric: Data Team Velocity**
  - **Description:** Measures the number of tasks or story points completed by the data team within a sprint or monthly cycle.
  - **Benchmark:** Achieving at least 90% completion of planned tasks or user stories per sprint.

- **Metric: Code Review Turnaround Time**
  - **Description:** Tracks the average time taken to review code while maintaining quality and readability.
  - **Indicator of Success:** High team productivity, timely delivery of quality work, and minimal backlog are signs that performance goals are being met.

How do you report progress to your supervisor? (What reports, meetings, etc?)

Manager Evaluation	Employee Evaluation
Response:	Response: As a **Technical Lead Data Architect**, regularly reporting progress to my supervisor is essential to keeping data initiatives aligned with business objectives and ensuring timely delivery. Here's how I typically communicate updates:

1. Weekly or Bi-Weekly Progress Meetings

- **What I Share:**
  - **Project Milestones and Deliverables:** Status updates on ongoing initiatives, such as data architecture designs or implementations.
  - **Completed Tasks:** A recap of what has been accomplished since the previous meeting.
  - **Upcoming Work:** Plans for the next phase, including upcoming tasks and backlog priorities.
  - **Roadblocks and Issues:** Any challenges that may impact progress—such as delays, resource constraints, or data quality concerns—are raised for discussion and resolution.

2. Regular One-on-One Check-Ins with Supervisor

- **Frequency:** Held weekly or bi-weekly, depending on availability and urgency of ongoing work.

- **Discussion Points:**
  - **Overall Progress:** A high-level overview of critical projects, task status, and alignment with objectives.
  - **Risks and Challenges:** Open discussion of any technical hurdles, delays, or resourcing issues.
  - **Strategic Alignment:** Review of how current efforts support broader business goals, with adjustments made if priorities shift.
  - **Feedback and Direction:** A chance to receive input, clarify priorities, and ensure ongoing efforts are aligned with leadership expectations.

Which processes / routine tasks have you improved / suggested improvement? What are the specific improvements suggested or made? a. Please refer to specific process maps and procedures for the processes you perform, manage, or have impacted, or if you have created a new process, please describe it. b. If suggested, please outline action steps to implement, include dependencies.

Manager Evaluation	Employee Evaluation
Response:	Response:

1. Code Review Process

Improvements Implemented:
- Implemented a **tiered review system** to prioritize critical code changes over minor updates, enabling faster delivery while maintaining code quality.
- **Integrated automated static code analysis tools** (e.g., SonarQube) to streamline the review process, minimize manual checks, and detect common issues early in development.

2. Onboarding Process for New Developers

Improvements Implemented:
- Developed a **comprehensive onboarding checklist** that includes system access setup, codebase walkthroughs, and process guidelines to help new developers ramp up quickly.
- Created a centralized **knowledge base** featuring FAQs, team workflows, and step-by-step tutorials for common tasks to support continuous learning and self-sufficiency.

What other improvements have you suggested (sales, product, group interactions, etc.)? Please be specific.

Manager Evaluation	Employee Evaluation
Response:	Response: Facilitated group interactions for knowledge sharing and brainstorming, promoting cross-functional communication and skill integration.

What improvement opportunities exist to make your role more efficient? What ideas do you have to reduce waste or inefficient work? What are the required action steps?

Manager Evaluation	Employee Evaluation
Response:	Response:

Employee Evaluation Response:

Enhancing Efficiency and Reducing Waste: A Structured Approach

To drive productivity and minimize inefficiencies, I recommend focusing on both team workflows and technical processes through the following key initiatives:

1. Enhance Knowledge Sharing

- Break down knowledge silos by promoting thorough documentation and collaborative coding practices.
- Organize regular knowledge-sharing sessions, such as peer-led discussions or team-wide code reviews.

2. Continuously Evaluate Tools and Frameworks

- Regularly assess the tech stack to ensure tools and frameworks are modern, effective, and aligned with team needs.

3. Avoid Overengineering

- Prioritize the delivery of Minimum Viable Products (MVPs) and iterate based on user and stakeholder feedback.
- Favor simple, scalable solutions unless complexity is clearly justified.

4. Refactor Legacy Code

- Incrementally update and refactor outdated codebases to enhance maintainability and performance.
- Conduct routine technical debt reviews to proactively manage and reduce long-term code issues.

5. Maintain Clear Documentation

- Create and maintain comprehensive documentation covering coding standards, onboarding procedures, and key development workflows.

What improvements have you made or suggested?: How did you positively influence the attitude of your colleagues? Please be specific.

Manager Evaluation	Employee Evaluation
Response:	Response: As a **Technical Lead Data Architect**, my responsibilities extend beyond technical implementation—I also focus on cultivating a positive team culture, promoting collaboration, and leading by example.

Improvement: Fostering a Knowledge-Sharing Culture

Identified Challenge:
I observed that some team members were finding it difficult to stay updated with emerging tools and technologies in the rapidly evolving data landscape.

Proposed Solution:
To address this, I recommended establishing a more structured **knowledge-sharing culture** within the team. This included regular sessions for sharing best practices, discussing technical challenges, and presenting solutions. The initiative significantly contributed to upskilling the team and promoting continuous learning and collaboration.

What are your goals? What would you like to accomplish in the next six months? Please make your goals "SMART" - specific, measurable, attainable, relevant, and time-sensitive.

Manager Evaluation	Employee Evaluation
Response:	Response:

Goal: Successfully Complete a High-Impact Project

- **Specific:** Lead the execution of a high-priority initiative—such as a new feature rollout or a system enhancement—that delivers measurable value to the business.

- **Measurable:** Achieve defined KPIs, including a 30% reduction in processing time or a 15% increase in user adoption, while ensuring timely delivery.
- **Attainable:** Effectively allocate resources, mitigate risks, and provide the necessary technical leadership to drive the project to success.
- **Relevant:** This project directly aligns with the organization's strategic goals and showcases the team's technical expertise and delivery capabilities.
- **Time-Sensitive:** Complete the project within a six-month timeframe, securing final approval and sign-off from key stakeholders.

What are your goals? What would you like to accomplish in the next 2 years? Goals over the longer term can be more aspirational.

Manager Evaluation	Employee Evaluation
Response:	Response:

Goal: Strengthen Leadership and Mentorship Capabilities

- **Specific:** Focus on developing personal leadership and mentorship skills to more effectively guide the team. Prioritize coaching team members to grow into future leadership roles.
- **Measurable:** Hold quarterly one-on-one mentorship sessions with at least four team members, with a goal of having at least two promoted to leadership roles within two years.
- **Attainable:** Enroll in mentorship or leadership development programs, seek guidance from experienced leaders, and create personalized development plans for team members.
- **Relevant:** Building strong leadership within the team is crucial for long-term success, engagement, and continuity. Empowering others ensures sustained growth and resilience.
- **Time-Sensitive:** Launch mentorship efforts within the first six months, evaluate progress at the one-year mark, and aim to complete leadership transitions by the end of the second year.

Process Maps: Please list the names of all process maps in the iGrafx platform that relate to your specific role. If applicable, please list the names of process maps that relate to your specific role which have yet to be created, so that you get credit for these as well.

Manager Evaluation	Employee Evaluation
Response:	Response: NA

Additional Feedback

Additional Feedback: Please feel free to tell us what else you would like us to know about your role in the company, or anything else on your mind.

Manager Evaluation	Employee Evaluation
Response:	Response:

Team Culture and Morale

- **Feedback:** While technical excellence is essential, team morale and cohesion are equally critical to maintaining productivity and overall job satisfaction. Creating an environment where team members feel heard, appreciated, and supported is vital to long-term success.
- **Recommendation:**
  - **Team Building & Soft Skills Development:** Organize team-building activities and workshops aimed at enhancing communication, leadership, and problem-solving skills to strengthen trust and collaboration within the team.
  - **Flexible Work Arrangements:** Introduce or expand flexible working options to help prevent burnout and support a healthier work-life balance.