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# Enterprise Architect (Application)

Companies House

**Apply before 11:55 pm on Wednesday 12th February 2025**



### Reference number

388232

### Salary

£56,688 - £81,392

The basic salary range is £56,688 - £63,395 with an additional, non-pensionable digital allowance of up to £18,000. The final salary and

allowance awarded will be based on an assessment of your skills and experience as demonstrated at interview.

A Civil Service Pension with an employer contribution of 28.97%

**Job grade**

Grade 7  
DDaT FN Architect

**Contract type**

Permanent

**Business area**

CH - Digital Services

**Type of role**

Architecture and Data  
Digital  
Other

**Working pattern**

Flexible working, Full-time, Homeworking

**Number of jobs available**

1

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# Location

Remote working (anywhere in the UK)

# About the job

## Job summary

These are exciting times at Companies House as we continue our transformation journey, developing new digital services that are used nationally at scale. Our services are built using the latest technology and cloud services, with a focus on microservice development on AWS. This role is a unique opportunity to shape how we develop and secure our digital services. Working within an embedded agile delivery structure you will be empowered to define the processes and technology we use to produce software.

The **Enterprise Architect** (EA) will work with multiple projects and programmes, providing guidance and analysis, working with our other architects to create and refine roadmaps and blueprints for secure service delivery.

The EA Function is the technical authority for on and off premise technologies and will work with the Heads of Professions, as well as the various Lead architects, to ensure projects and programmes align with Companies House's emerging architecture and its strategic direction. They will work with projects and programmes of all scales to support delivery of end-to-end architectures, and implement designs based on requirements, strategic drivers, best practices, and guidance.

The EA has the primary responsibility for ensuring that designed solutions are fit for purpose, meet business needs, and are aligned to Companies House strategic direction. This will be done through a combination of buying and building a range of services, and then ensuring they integrate correctly.

This is a fantastic opportunity to join our organisation at the right time and have a real impact on the development of our services. Leading highly

experienced teams of developers you will ensure that their capability is constantly increased through mentoring and training.

Come and help us as we embark on a complete redesign of our digital services and culture!

Companies House offers a flexible and welcoming culture that promotes a healthy work life balance as well as a proactive approach to wellbeing that allows us to be our best at work. We recognise that people are the key to our success so offer a fantastic benefits package including flexible working with no core hours, 30 days annual leave, 8 bank holidays and 1 privilege day as well as enrolment into the Civil Service Pension scheme with a contribution rate averaging 28%.

Find out more about what a great place Companies House is to work

[Further information on Companies House Services](#)

## **Job description**

We love designing new services for the benefit of our users. We need someone to lead the way, to help us improve, and challenge the status quo for the benefit of citizens. CH leads the way in providing an open and transparent company register. Our register is searched billions of times a year and valued at £10 billion to the UK economy. The information we provide supports millions of business decisions every day.

We're looking for an Enterprise Architect whose responsibilities will include:

- Develop and maintain the enterprise application architecture, ensuring alignment with business goals and IT strategies.

- Provide leadership on application design principles, patterns, and technologies to support scalable, efficient, and secure solutions.

- Collaborate with cross-functional teams to define application standards, roadmaps, and best practices.

- Evaluate emerging technologies and their potential impact on the application landscape.

- Ensure integration across systems and services, delivering seamless and interoperable solutions.

Act as a technical advisor, guiding project teams and ensuring adherence to architectural standards.

Identify and mitigate risks associated with application architecture, including performance, security, and maintainability.

Developing the principles and strategy for the Enterprise Architecture across all CH systems

Encouraging the team to be innovative, seeking to use new technologies

Provide technical leadership and mentoring to Technical Architects

Design, communicate and manage the evolution of CH services through architecture governance.

Facilitate communication across multiple agile teams to identify strategic requirements and dependencies.

Be involved in the CH technical community, identifying and championing good practices.

This is an exciting opportunity in digital services, designing and delivering quality services to our users. By helping us to shape our services, you ll have the opportunity to be at the forefront of digital transformation in government.

## **Person specification**

We're looking for the following experience, which will be assessed at sift and at interview. Please refer to the **4 experience bullet points in bold** (below) when writing your personal statement, including working examples to demonstrate your level of skill.

### **Experience:**

**Significant experience as a technical architect with a specialisation in application architecture.**

**Strong understanding of enterprise systems, microservices, APIs, and cloud-native design principles.**

**A broad IT background with experience preferably in solutions or enterprise architecture roles where you will have gained experience of large-scale deployments particularly in cloud technologies.**

**Demonstrable experience of working with business and technology stakeholders to translate business problems into technical designs. Creating optimal designs through iterative processes, aligning the system requirements and organisational objectives with the user needs. Designing systems characterised by high levels of risk, impact, and business or technical complexity.**

Focused approach on strategic alignment of technical design and architecture to meet business growth and direction.

Demonstrable experience of providing internal consultancy on potential uses and appropriateness technologies and driving benefits from these technologies.

Experience of translating technical concepts relating to software engineering, delivery management and service management so they are understood by all.

An understanding of how technical governance works with wider governance (such as budget). Assurance of corporate services by understanding important risks and mitigating them through assurance mechanisms.

Able to justify decisions characterised by high levels of risk, impact, and complexity. Building consensus between organisations (private or public) or highly independent and diverse stakeholders.

### **Technical experience:**

Expertise in application development methodologies and technologies (e.g. Enterprise Java).

Familiarity with cloud platforms (AWS, Azure) and their application development services.

Knowledge of data integration patterns and middleware technologies.

Strong analytical skills with the ability to balance strategic thinking and hands-on implementation.

Practical knowledge at many levels of the auth, web stack, from front-end code down to infrastructure and networking.

Knowledge of open-source principles and technologies.

Designing security architectures and building security into all aspects of service design.

Experience in agile and DevOps environments.

Familiarity with containerization technologies like Docker and Kubernetes.

A view of technology as an enabler of great digital services.

Designing security architectures, implementing technical security processes and an awareness of emerging security threats.

Leading Threat Modelling workshops.

Experience of working in an agile environment and experience with agile methodologies such as TDD, Scrum, Kanban.

## **Behaviours**

We'll assess you against these behaviours during the selection process:

Seeing the Big Picture

Communicating and Influencing

Changing and Improving

Making Effective Decisions

## **Technical skills**

We'll assess you against these technical skills during the selection process:

Containerisation

Architectural design

Modern systems development

Cloud-based architecture

## **Benefits**

Alongside your salary of £56,688, Companies House contributes £16,422 towards you being a member of the Civil Service Defined Benefit Pension scheme. [Find out what benefits a Civil Service Pension provides.](#)

We believe that our success is driven by the well-being and satisfaction of our team members at all levels of the organisation. At Companies House we re

committed to providing a comprehensive benefits package that goes beyond the ordinary, ensuring your career journey with us is not only fulfilling, but also rewarding. We pride ourselves on offering a quality work-life balance with our employee wellbeing being central to our working practices.

Head to [Our benefits - Working for us - Recruitment \(companieshouse.gov.uk\)](#) to find out more about the fantastic benefits package we have at Companies House.

### **We celebrate diversity...**

As an equal opportunity employer, we celebrate diversity, being committed to ensuring we're representative of the citizens we serve and creating an inclusive environment. Everyone in Companies House brings something different, and so will you. To fulfil our commitment to recruiting and attracting diverse talent we welcome applications from underrepresented groups. We also welcome applications from Welsh speakers.

We are proud to be a disability confident leader. Our recruitment process is fully inclusive and we can make adjustments as needed through our process. These could include having an interview buddy, extra time at interviews/assessments and receiving interview questions in advance, to name a few. We will be happy to discuss any person-centred adjustments, please contact us by emailing [recruitmentCH@companieshouse.gov.uk](mailto:recruitmentCH@companieshouse.gov.uk)

### **Where will you be working?**

Our approach to hybrid working provides opportunities for you to be adaptable in the way you work so that you can achieve a healthy balance between your work and home life. We currently expect people to attend their base office a minimum of one day a week but the exact degree of choice you have will depend on your role and your day-to-day work activities and should be agreed through discussions with your line manager. Remote contracts will only be offered to successful candidates who are not within a commutable distance to our Cardiff, Belfast or Edinburgh offices. If you are located in a reasonable distance to one of our offices, you will receive a hybrid contract aligned to one of our offices.



# Things you need to know

## Selection process details

This vacancy is using [Success Profiles \(opens in a new window\)](#), and will assess your Behaviours, Experience and Technical skills.

## In your application form we'd like you to:

Tell us about your employment history, including key responsibilities and achievements.

We'd like you to write a personal statement of 750 words where you tell us about why you'd be great for this role. Your personal statement should demonstrate how you meet the required experience detailed in the 4 bold bullet points in the person specification, including work-based examples to demonstrate your level of skill:

**Significant experience as a technical architect with a specialisation in application architecture.**

**Strong understanding of enterprise systems, microservices, APIs, and cloud-native design principles.**

**A broad IT background with experience preferably in solutions or enterprise architecture roles where you will have gained experience of large-scale deployments particularly in cloud technologies.**

**Demonstrable experience of working with business and technology stakeholders to translate business problems into technical designs. Creating optimal designs through iterative processes, aligning the system requirements and organisational objectives with the user needs. Designing systems characterised by high levels of risk, impact, and business or technical complexity.**

## What will the process look like?

We will sift applications and then invite successful candidates from the sift stage to attend a virtual interview.

At sift candidates will be assessed against experience in the advert and are asked to supply work history/personal statement and reference any transferable skills using the job description for reference. The personal

statement should address how you demonstrate the **4 bullet points in bold** listed in the person specification (and above).

We may raise the score required if we receive a high number of applications.

Companies House uses a blended interview technique, allowing us to find out more about you. We use the Success Profile framework and at interview we will use Success Profiles assessing the Behaviours and Technical Skills listed in the advert.

Candidates successful at sift will progress to interview stage. At interview candidates will be assessed against the Behaviours and Technical Skills listed in the advert and we will use Success Profiles Behaviours and Technical Skills. As part of the interview you will be asked to prepare a presentation on the following Technical Skill: Cloud-based architecture. Details of the presentation/discussion topic will be sent in the interview confirmation email.

**Key dates** (dates are indicative only and could be subject to change)

**Advert close - Wednesday 12 February 2025**

**Sift - 13 & 14 February 2025**

**Interview - w/c 17 February 2025 and w/c 3 March 2025**

Companies House uses a blended interview technique, allowing us to find out more about you. We use the Success Profile framework and at interview we will use Success Profiles assessing the Behaviours and Technical Skills listed in the advert.

We're committed to being diverse and inclusive, so please make your application anonymous by removing all identifying personal information (such as names and dates) from your employment history and personal statement.

We understand that you might use AI and other resources for your application; however, please ensure all information you provide is factually accurate, truthful, and original and doesn't include ideas or work that isn't your own. This is so that your application is authentically and credibly your own. Find out more information on the ways you should and shouldn't use AI

Our recruitment process is underpinned by the principle of recruitment based on fair and open competition with decisions made on the basis of merit, as outlined in the Civil Service Commissioners' Recruitment Principles.

**Successful candidates must pass a Baseline Personnel Security Standard (BPSS) check before they can be appointed.**

BPSS is an entry level security check. It uses the Police National Computer (PNC) to make sure a candidate has no convictions. The check returns evidence of any current criminal record and un-spent convictions under the Rehabilitation of Offenders Act 1974.

**Successful candidates must meet the security requirements for Security Check (SC) before they can be appointed.**

The requirement for SC clearance is to have been present in the UK for at least 3 of the last 5 years. Failure to meet the residency requirements will result in your security clearance application being rejected.

[Further information on National Security Vetting](#)

**Nationality statement**

Candidates will be subject to UK immigration requirements as well as Civil Service nationality rules. If you're applying for a role requiring security clearance, please be aware that foreign or dual nationality is not an automatic bar. However certain posts may have restrictions which could affect those who do not have sole British nationality or who have personal connections with certain countries outside the UK.

As part of our recruitment process, it is essential for all candidates to independently verify their eligibility to work in the UK before applying. This includes a thorough check of your right to work to ensure compliance with UK employment laws, being mindful of the recent changes to going rates detailed on [GOV.UK](#). Please ensure you have the necessary documentation and permissions in place. Our team is dedicated to fostering a diverse and inclusive workforce and encourages applicants from all backgrounds to apply. However, it is the candidate's responsibility to ensure they meet the UK's legal requirements to work.

Feedback will only be provided if you attend an interview or assessment.

## **Security**

Successful candidates must undergo a criminal record check.

Successful candidates must meet the security requirements before they can be appointed. The level of security needed is [security check \(opens in a new window\)](#).

[See our vetting charter \(opens in a new window\)](#).

People working with government assets must complete [baseline personnel security standard \(opens in new window\)](#) checks.

## **Nationality requirements**

This job is broadly open to the following groups:

UK nationals

nationals of the Republic of Ireland

nationals of Commonwealth countries who have the right to work in the UK

nationals of the EU, Switzerland, Norway, Iceland or Liechtenstein and family members of those nationalities with settled or pre-settled status under the [European Union Settlement Scheme \(EUSS\) \(opens in a new window\)](#)

nationals of the EU, Switzerland, Norway, Iceland or Liechtenstein and family members of those nationalities who have made a valid application for settled or pre-settled status under the European Union Settlement Scheme (EUSS)

individuals with limited leave to remain or indefinite leave to remain who were eligible to apply for EUSS on or before 31 December 2020

Turkish nationals, and certain family members of Turkish nationals, who have accrued the right to work in the Civil Service

[Further information on nationality requirements \(opens in a new window\)](#)

## **Working for the Civil Service**

The [Civil Service Code \(opens in a new window\)](#) sets out the standards of behaviour expected of civil servants.

We recruit by merit on the basis of fair and open competition, as outlined in the Civil Service Commission's [recruitment principles \(opens in a new window\)](#).

The Civil Service embraces diversity and promotes equal opportunities. As such, we run a Disability Confident Scheme (DCS) for candidates with disabilities who meet the minimum selection criteria.

The Civil Service also offers a Redeployment Interview Scheme to civil servants who are at risk of redundancy, and who meet the minimum requirements for the advertised vacancy.

## **Diversity and Inclusion**

The Civil Service is committed to attract, retain and invest in talent wherever it is found. To learn more please see the [Civil Service People Plan \(opens in a new window\)](#) and the [Civil Service Diversity and Inclusion Strategy \(opens in a new window\)](#).

## **Apply and further information**

This vacancy is part of the [Great Place to Work for Veterans \(opens in a new window\)](#) initiative.

Once this job has closed, the job advert will no longer be available. You may want to save a copy for your records.

## **Contact point for applicants**

Job contact :

Name : Katie Jones

Email : [kjones6@companieshouse.gov.uk](mailto:kjones6@companieshouse.gov.uk)

Recruitment team

Email : [recruitmentch@companieshouse.gov.uk](mailto:recruitmentch@companieshouse.gov.uk)

## Further information

We welcome applications in Welsh / Rydym yn croesawi ceisiadau yn y Gymraeg. Selection for appointment to the Civil Service is on merit, on the basis of fair and open competition, as outlined in the Civil Service Commission's Recruitment Principles. In accordance with the Civil Service Commissioners' Recruitment Principles, our recruitment and selection processes are underpinned by the requirement of appointment on the basis of merit by fair and open competition. If you feel your application has not been treated in accordance with the Recruitment Principles and you wish to make a complaint, you should contact [infopoint@companieshouse.gov.uk](mailto:infopoint@companieshouse.gov.uk) in the first instance. If you are not satisfied with the response you receive you can contact the [Civil Service Commission](#).

[info@csc.gov.uk](mailto:info@csc.gov.uk)

Civil Service Commission, Room G/8, 1 Horse Guards Road SW1A 2HQ

