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# Principal Technical Architect (Data)

Companies House

**Apply before 11:55 pm on Sunday 9th February 2025**



### Reference number

386795

### 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**

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# Location

Remote working (anywhere in the UK)

# About the job

## Job summary

A fantastic opportunity has arisen to join the Companies House Data Architecture Team as a **Principal Technical Architect (Data)**, a key leading role in a small, high performing team within an organisation that truly values its staff. The team is responsible for curating and improving the data that underpins our systems and services, while supporting and encouraging one another to create the most effective designs with a focus on delivering value. Team working is highly valued along with a willingness to challenge established thinking and ways of working.

This is an opportunity to advance your knowledge and understanding in a high-profile role which has an impact across the organisation, developing systems that are used nationally and at high volume. We're currently fulfilling around 14 million search requests per day with users including the general public, businesses, the police and other government organisations.

In this role you will work with the wider Digital and Data Directorates, working closely with business stakeholders to develop systems that address business priorities and guide the development teams in creating robust, secure solutions. This is an opportunity to work with the latest cloud technologies, microservice architectures and shape the technical direction of the organisation. You will have excellent technical skills, proven architecture design experience and a background in data.

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're looking for a Principal Technical Architect (Data) whose responsibilities will include:

Guide your team through the development process, ensuring that data is used effectively and created to a high standard.

Growing an emerging data architecture profession in collaboration with our colleagues across digital.

Leading the Data Architecture team in the implementation of standards, processes, and governance controls to support the end-to-end data lifecycle within the analytics environment.

Collaborating and co-ordinating with multiple departments, stakeholders, partners, and external vendors.

Data modelling – define the conceptual, logical and physical models for structures that will underpin operational and analytical systems.

Develop comprehensive mappings between logical and physical data structures to support various applications

Utilising agile ways of working, you will help Companies House to identify and realise value from MVP delivery.

Be an active contributor to how the company evolves Data Governance practices and influence the adoption of data standards.

Contributing to the development of Data Catalogues and Master Data Management (MDM) initiatives.

Defining and governing data architecture standards and best 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 **Experience** bullet point **in bold** (below) and **Technical Skills** section (further below) when writing your personal statement.

### Experience:

**We are looking for someone with experience in leading teams of technical experts, coaching, mentoring, developing their skills, empowering and motivating individuals to fulfil their potential.**

As the Principal Technical Architect (Data), responsible for a growing team providing technical leadership and mentoring, leading on developing and maturing the profession within the organisation. To be part of an organisation in a time of great change and to play an integral part in shaping data architecture and the design of future digital services that are used worldwide, helping to tackle economic crime at a national level and provide confidence to the UK economy.

We want someone keen to improve their skills using new and exciting technologies and develop their career working on diverse projects with a focus on continuous improvement, supporting a high-profile team.

We are looking for someone to be part of our Digital Transformation and join us on our journey to the cloud, while working closely with and sharing knowledge with our other architecture functions.

### Technical experience:

Experience in Data Modelling: Proficiency in creating and managing data models, including conceptual, logical, and physical models.

Experience in data platforms / data warehousing, defining architectures, designing pipelines and dimensional models.

Experience of working closely with relevant stakeholders to both understand the impact of and influence future organisational requirements to refine the data architecture roadmaps.

Experience of communicating the data architecture vision and roadmaps to stakeholders.

Understanding of how to influence senior management and communicate with both technical and non-technical audiences.

An eagerness to influence how digital services are designed and delivered.

Proven ability to build consensus between diverse and often conflicting interests, to achieve agreement on technical plans.

A systematic collaborative approach to solving problems.

Understanding of how to influence senior management and communicate with both technical and non-technical audiences.

An eagerness to influence how digital services are designed and delivered.

Input innovative approaches to the delivery teams and support the successful adoption of such ideas, driving improved performance.

## **About us**

Our aim is to be the best registry in the world achieved through brilliant people working on brilliant systems delivering brilliant services. We are currently delivering an organisation wide transformation programme focussing on a complete redesign of our digital services, target operating model and culture. This change will need different skills, capabilities and mindset where adaptable, bold and curious behaviours are the norm and empowerment is encouraged and utilised.

To find out more about the great things we're doing at Companies House please have a look at our [blog](#), catch up on our [podcasts](#) and watch our [video](#) to find out what it's like to work at Companies House.

Companies House values its people, their contributions and has created a real sense of community where people seek to create strong connections. Our commitment to learning and development is exceptional, and we believe passionately in the employee experience with is prevalent through the engagement, wellbeing and development strategies which have resulted in Platinum Investors in People and MIND index awards.

We encourage professional development, celebrate success and live our values to effect real change.

## Behaviours

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

Communicating and Influencing

Delivering at Pace

Seeing the Big Picture

Leadership

## Technical skills

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

Experience in Data Modelling: Proficiency in creating and managing data models, including conceptual, logical, and physical models.

Experience in data platforms / data warehousing, defining architectures, designing pipelines and dimensional models.

Experience of working closely with relevant stakeholders to both understand the impact of and influence future organisational requirements to refine the data architecture roadmaps.

## 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](https://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 bold bullet points in the person specification and the technical skills listed, including work-based examples to demonstrate your level of skill (listed below):

**Experience in leading teams of technical experts, coaching, mentoring, developing their skills, empowering and motivating individuals to fulfil their potential.**

**Experience in Data Modelling: Proficiency in creating and managing data models, including conceptual, logical, and physical models.**

**Experience in data platforms / data warehousing, defining architectures, designing pipelines and dimensional models.**

**Experience of working closely with relevant stakeholders to both understand the impact of and influence future organisational requirements to refine the data architecture roadmaps.**

## **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 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: Data modelling. Details of the presentation topic will be sent in the interview confirmation email.

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

Advert close - Sunday 9 February 2025

Sift - w/c 10 February 2025

Interview - w/c 17 February 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 and Strengths.

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 croesawu 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

