



## POSITION DESCRIPTION

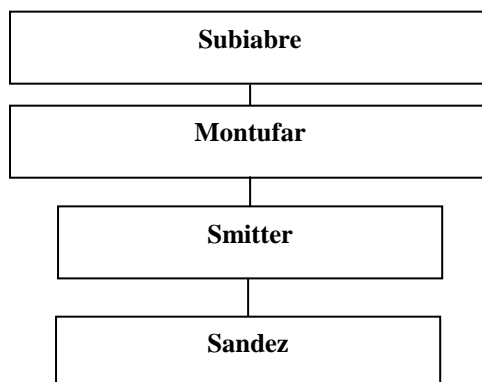
It is Citibank's policy to assure that the level of a position is determined by job content and it is internally equitable without regard to the incumbent's age, color, handicap, marital status, national origin, race, religion, sex, veteran status or any other legally protected classification.

POSITION TITLE: Sr. Architect	BUSINESS: ICG
DIVISION/GROUP:	AREA/DEPARTMENT: Regional Architecture

TO BE FILLED BY DEPARTMENT/AREA	
CURRENT LEVEL:  C12	SIGNATURE AND STAMP SUPERVISOR:
SIGNATURE AND STAMP INCUMBENT:	SIGNATURE AND STAMP NEXT LEVEL OF REPORT:
DATE:	EXEMPT STATUS: <input type="checkbox"/> <b>EXEMPT</b> <input type="checkbox"/> <b>NON-EXEMPT</b>

### 1. ORGANIZATIONAL CHART:

Show all the exempt levels between this position and the Chairman; show all positions reporting directly to this position; show all other positions for which this position has ultimate supervisory responsibility; show all positions reporting to the supervisor of this position. Shade box and bold font to identify this position. (Include names, positions and grades on the org chart.)



### 2. DIMENSIONS:

(Using dollars and/or numbers)

a) Employees supervised:

	Direct	Matrix	Indirect
Officers		X	X
Non-officers			

b) Number of Branches/Customers/Accounts/Other (Specify)

		Includes all ICG business
		24 countries

c) Number of countries:

d) Economic: i.e. total budget (Salary + OOE, revenues, assets, expenses, deposits, transactions, other.  
(Consider only the areas in which this position has direct impact, in order of importance and expressed annually)

Concept	US\$ Annual	Source/Date (*)

(\*) Information source: i.e. Budget, Forecast, FINCON, etc.

### 3. POSITION OBJECTIVE:

(Identify the purpose and goals of this position. Summarize the main reason(s) why this position exists)

**The Architect will be responsible for applications and projects that he/she is assigned. This includes architecture strategy, data and technology, components and functionality reuse etc. In general, the Architect will be assigned as architect for all projects that are associated with applications that he/she is responsible for.**

### 4. PRINCIPAL RESPONSIBILITIES:

Using present tense verbs, list the responsibilities of this position with regard to the development and/or implementation of plans, programs, goals, organization structure, customer relations; the management of department, staff, accounts, investments, operations, processes, controls; and the services provided (sales, consultation, internal, external, others). Make sure responsibilities are rank-ordered to importance. **Think in terms of the following competencies: Technical, Business, Intellectual and Interpersonal.**

Importance (High, Med. Low)	% of time	Action (What is done?)	Final expected result (Why it is done?)	Ways of measuring (How can you tell it is done?)
H	50%	Project Activities	<ul style="list-style-type: none"> <li>Owner of the project architecture.</li> <li>Ensures that the Architecture process is followed for development projects in which the Architect is assigned to.</li> <li>Typically, the Architect will be assigned to all full development projects where he/she is responsible.</li> </ul>	Metric with total project controlled on time with no deviation
M	30%	Applications Activities	<ul style="list-style-type: none"> <li>Owner of the application architecture</li> <li>Sets the strategic technical direction for applications</li> <li>Includes reviewing, creating, assessing and planning for the architecture in addition to non-functional requirements such as performance, fault tolerance, security, etc.</li> </ul>	Applications with no deviations of the standards
M	10%	Technical activities	<ul style="list-style-type: none"> <li>Establish the technical architecture framework and provide technical expertise for the local organization</li> </ul>	Customer satisfaction
L	10%	Organizational activities	<ul style="list-style-type: none"> <li>The Architect reports into the Chief Architect for the local organization</li> </ul>	



## 5. POSITION PROFILE

Fill in these sheet with regard to the qualifications **necessary to perform this job**

### Skills

MAIN SKILLS Place the number of the responsibility(ies) listed in number 4	For each duty listed, identify the necessary skills required. You may use the list of skills attached.	Comments
Project Activities	University graduate careers – Systems and System Engineering	
Application and Technical activities	Proven 3 to 5 years of experience in tasks related to development or systems engineering	

### Education and Training

Formal studies:

☐ High School ☒ Basic College/University ☐ Master Degree ☐ PhD

Degree and major if applicable:

Necessary training to perform the job:

### Language Skills

English	<input checked="" type="checkbox"/> Excellent	<input type="checkbox"/> Good	<input type="checkbox"/> Fair	<input type="checkbox"/> None
Spanish	<input checked="" type="checkbox"/> Excellent	<input type="checkbox"/> Good	<input type="checkbox"/> Fair	<input type="checkbox"/> None
Portuguese	<input type="checkbox"/> Excellent	<input checked="" type="checkbox"/> Good	<input type="checkbox"/> Fair	<input type="checkbox"/> None
Other:	<input type="checkbox"/> Excellent	<input type="checkbox"/> Good	<input type="checkbox"/> Fair	<input type="checkbox"/> None

### PC skills, technological proficiency and systems knowledge or other required qualifications

### Previous experience desired to perform this job (Departments, positions and years in each one)

**5+ year experience in IT or Technology is required.**

**To what other positions might the incumbent have access to after having occupied this position (regardless of the level and the department?)**

**Technology Infrastructure  
Development and Project Management.**

The **Citibank Profile** consists of competencies that are consider essential for all employees and should be integrated into all positions:

- Leadership/Influence/Negotiation
- Management Skills
- Job Knowledge/Technical Skills
- Planning & Organizing
- Teamwork/Interpersonal Skills
- Communication



- |   |   |
|---|---|
| <ul style="list-style-type: none"><li>• Problem Solving &amp; Decision Making</li><li>• Corporate Citizenship</li></ul> | <ul style="list-style-type: none"><li>• Initiative/Creativity</li></ul> |
|---|---|



# ATTACHMENT

CODE	SKILL	CODE	SKILL
<b>AF</b>	Adaptability/Flexibility	<b>IN</b>	Integration
<b>AN</b>	Analysis/Judgement	<b>LD</b>	Leadership
<b>AD</b>	Attention to Details	<b>UM</b>	Uncertainty Management
<b>AU</b>	Autonomy	<b>NE</b>	Negotiation
<b>VC</b>	Verbal Communication	<b>GO</b>	Goals Orientation
<b>CF</b>	Confidentiality	<b>CO</b>	Customer Orientation
<b>KN</b>	Knowledge of the position	<b>ST</b>	Strategic Thinking
<b>CR</b>	Creativity	<b>IR</b>	Interpersonal Relations
<b>PM</b>	Process Management	<b>PS</b>	Problem Solving
<b>MA</b>	Management Abilities	<b>TW</b>	Teamwork
<b>SA</b>	Sales Abilities	<b>PR</b>	Pressure