

Digital Transformation & Innovation Technical Lead

POSITION DESCRIPTION

Position Number:	3753	Position Status:	Temporary Full Time
Portfolio:	Corporate Services	Classification:	QLGIA (Stream A) Level 6
Business Unit:	Information Services	Reports To:	Coordinator Digital and Transformation Innovation
Team:	Digital Transformation and Innovation	Revised:	February 2026

Human Resource Delegation:	Nil	Financial Delegation:	Nil
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General Position Statement:

This position supports Council's direction with specialised technical leadership to deliver end-to-end digital transformation initiatives, guiding solution architecture, system integration, and data migration across cloud and on-premises environments. Working closely with stakeholders and vendors, the role ensures secure, scalable, and compliant solutions that support Council's long-term business and service delivery objectives.

Specific Responsibilities:

This position has the following responsibilities:

1. Provide strategic technical leadership to support Council's Digital Transformation and Innovation portfolio and long-term operational objectives.
2. Ensure solution architecture and system designs align with current and future business needs, scalability, and security best practice.
3. Enable integrated, connected business systems across cloud and on-premises environments to improve organisational capability and efficiency.
4. Partner with business stakeholders, vendors, and project leadership to translate business requirements into effective technical solutions.
5. Ensure compliance with Council policies, cybersecurity requirements, legislation, and governance frameworks.
6. Lead and deliver end-to-end technical workstreams, including system configuration, integration, data migration, and cloud governance



7. Direct and oversee technical design, development, testing, and deployment activities to meet agreed scope, quality, and timelines.
8. Act as the primary escalation point for technical issues and risks, proactively identifying and resolving challenges.
9. Guide and monitor the work of technical specialists, data, and integration resources to ensure high-quality delivery.
10. Provide regular reporting on technical progress, risks, and deliverables to project and business leadership.
11. Always act as a role model for Council's Values and Behaviours and display an elevated level of professional and ethical conduct.
12. Ensure a safe, healthy and inclusive work environment by complying with workplace health and safety legislation, Council's WHS Responsibility Statements and relevant policies and procedures.
13. Maintain clear and accurate records that support effective service delivery and reflect Council's commitment to transparency and good governance.
14. Refer matters that may impact upon the business, Council and employees to the relevant Supervisor or Manager.
15. Undertake other relevant duties as directed, consistent with skills, competence and training.

Position Requirements:

Skills/Competencies

1. High level analytical and problem-solving skills with a focus on continuous improvement.
2. Ability to translate technical concepts for non-technical stakeholders.
3. Experience managing vendors, contracts and external service providers with a proven focus on exemplary customer service.
4. High level analytical and problem-solving skills with a focus on continuous improvement.
5. Strong experience with:
 - Cloud-based platforms and hybrid environments
 - Enterprise system integration
 - Data migration and ETL processes
 - Solution architecture and technical design
6. Proven experience managing third-party technical deliverables.
7. Experience operating within structured project and governance environments.
8. Experience in managing relationships with diverse stakeholders, including senior management and external vendors.
9. Excellent time management skills with the ability to effectively manage competing priorities.





Mandatory Qualifications, Licences and Experiences

1. Significant demonstrated experience leading technical delivery for complex digital transformation or enterprise system implementations.
2. Demonstrated experience with any of Council's Business Systems or demonstrated experience in similar systems:
 - TechnologyOne FinanceOne & ECM
 - Infor Pathway
 - Aurion
 - Conquest Asset Management
3. Demonstrated leadership, promoting a collaborative, high-performing technical environment.
4. Excellent communication (verbal and written) and interpersonal skills with proven experience working with vendors, internal and external stakeholders and a focus on exemplary customer service.
5. Possess and maintain a current motor vehicle driver licence.

Desirable Qualifications, Licences and Experiences

1. Experience in a local government environment.

Actions

1. **Values and Behaviours** – Behaviour aligned with Council's Values and Behaviours.
2. **Customer Service** – Focus on our customer/s needs.
3. **Code of Conduct** – Behaviour aligned with Council's Code of Conduct.
4. **Safety** – Carry out your duties in a safe manner.
5. **Project Management** – Commit to Council's Project Management ethos.
6. **Human Rights** – Respect, protect and promote human rights in your decision-making and actions.

Physical Requirements

1. Ability to work in an office environment.
2. Ability to complete a satisfactory Functional Capacity Evaluation, if required.
3. Provision of a satisfactory Criminal History Check – Police Certificate (Australia Wide Name Only Police Check), if required.

Delegations and Authorisations:

Financial, Administrative and HRM Delegations may be applicable to this position and are detailed in the Delegations Corporate Register.

Legislative Sub-Delegations and Authorisations may also be applicable to this position and are detailed in the external public registers. Both registers are available on Council's knowledge library.





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SELECTION CRITERIA

Position Number:	3753	Position Status:	Temporary Full Time
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Please address each of the selection criteria below in your application:

1. Describe your experience providing technical leadership for complex digital transformation or enterprise systems initiatives.
2. Describe your experience designing and delivering solutions across cloud and on-premises environments, including integration and data migration.
3. Explain how you have worked with business stakeholders and external vendors to translate business requirements into effective technical solutions.
4. Demonstrated experience operating within structured project, governance and compliance environments.
5. Outline how you lead and guide technical teams through change while supporting a collaborative, high-performing environment.

Suggested approaches to addressing selection criteria include:

Responses should be relevant and directly relate to the selection criteria.
Responses are generally no longer than one page per selection criteria.

You may like to take in account;

- Situation – Describe the situation you were in, including where it occurred and what the relevant environment was.
- Task – Describe the event/task that required resolution, what was required of you.
- Action – Describe what actions you took, how did you resolve the problem.
- Result – What was the outcome and how did your actions contribute to a positive result.

Use actual examples of what you have done that are relevant to each selection criteria. Include how well you did it, what you achieved, and how it relates to the requirements of this role.

