

# Application Solution Architect

## Information Technology Services Department

### Summary:

The Application Solution Architect is responsible for facilitating planning and design for the Firm's global portfolio of applications. This role ensures that solutions are well-designed, secure, performant, able to meet evolving business needs, and comply with established technical standards.

To achieve this, the Application Solution Architect partners with enterprise architecture, technical solution owners, and cross-functional stakeholders to unify solution roadmaps into a cohesive application strategy and establish intuitive, consistent solution design standards. They maintain a strong awareness of external industry trends, as well as the Firm's critical business processes / operational workflows.

The position requires an impactful technologist with a passion for solution design, who is equally effective at forging cross-functional partnerships to inspire collective intelligence. This individual demonstrates the ability to flex between the strategic and the tactical, challenge the status-quo with respect and organizational savvy, and infuses a high level of energy and flexibility to get things done and thrive in a fast-paced, team-oriented project / product development environment.

**Email Resume [Here](#) to Apply**

### Duties and Responsibilities:

- Leads the strategic design and planning process and standards for applications globally, in close partnership with Application Solutions leadership, enterprise architecture and technical solution owners.
- Unifies all roadmaps across Application portfolio teams, and aligns plans with the Infrastructure Solution Architect and Enterprise Architect to form a cohesive IT Strategic roadmap
- Supports all architectural disciplines and champions' architectural initiatives.
- Reviews existing business processes / workflow and translates desired capabilities into solution designs and forward-looking plans.
- Partners with Application Solutions leadership to facilitate the discovery, evaluation, and justification for application products and technologies.
- Interacts and negotiates with vendors, outsourcers, and contractors to secure application products and services.
- Leads and facilitates the creation of governing design principles to guide decision making.
- Works on complex system implementation projects to translate sophisticated technical design and integration needs into intuitive business solutions.
- Aligns architecture strategy with Firm goals and objectives.
- Develops and communicates solution standards, guidelines, and procedures, and actively works with IT leadership to implement across application solution teams.

## Qualifications:

### Education & Credentials

- College degree is strongly preferred, ideally in Computer Science, Information Systems, or a related technical discipline. Master's degree is preferred.
- Appropriate technical certification(s) are preferred.

### Knowledge & Experience

- 5+ years of relevant experience, ideally in a large Law Firm setting, a comparable professional services organization, or a legal information services provider.
- Demonstrated experience developing application solution architecture design standards and processes.
- Demonstrated experience working with technologies common to Legal Firms (e.g., Document Management Systems, Enterprise Collaboration Systems, Enterprise Financial Systems).
- Experience in leading teams through the process of breaking large business problems into logically sequenced solutions.
- Experience in working with cross-functional technical and non-technical teams or projects, and influencing senior level management and key stakeholders.
- Experience and expertise with cloud technologies and emerging solutions.
- Knowledge of and exposure to multiple, diverse technologies, and processing environments.

## Duties and Responsibilities (Continued):

- Contributes to development of technical / architectural and functional requirements.
- Ensures the conceptual completeness of the technical solutions.
- Provides strategic consultation to Firm and IT leaders.
- Works with Firm and IT leaders to understand business requirements and advises on options, risks, costs versus benefits, system impacts, and technology priorities.
- Works with IT leadership to establish and inform communication / change management plans for architectural decisions.
- Conducts and directs research and evaluation of emerging technology, industry, and market trends in close coordination with solution owners and teams.
- Ensures recommendations are based on business relevance, appropriate timing, and deployment risks.
- Partners with IT leadership to identify desired competencies, skill levels, and talents for the solution architecture discipline across functional teams.
- Uphold high standards of confidentiality, discretion, and integrity, particularly with respect to all sensitive and/or confidential firm and client information to which this position will have access.

**Status:** Exempt

**Reports To:** Director of Application Solutions

**Workplace Type:** Hybrid

Salary range is \$148,000- \$209,000.

## **Qualifications (Continued):**

- Knowledge of all components of holistic enterprise architecture and business re-engineering principles and processes.

### Skills & Expectations

- Proven ability to conform to shifting priorities, demands, and timelines through analytical and problem-solving capabilities.
- Ability to establish rapport and elicit cooperation from personnel across all levels, including executive management, and cross-functional leadership.
- Ability to serve as a change agent, leading and inspiring others to act, especially under circumstances when change is unpopular.
- Strong communications and interpersonal skills required.
- Must be highly motivated, analytical, organized, and efficient.
- Excellent problem solving and debugging skills required.
- Ability to work well as part of a team and lead others.
- Ability to present ideas in business-friendly and user-friendly language.
- Keen attention to detail.

### Work Location & Conditions

- Up to Fully Remote.
- Core hours of 9:00 am – 5:30 pm, Monday-Friday with occasional on-call availability.
- Position requires access to equipment, software, or technology that is subject

to U.S. export controls. To be granted access pursuant to US Export Control laws, candidate must be either (a) a United States citizen or national; (b) a person lawfully admitted for permanent residence of the United States (i.e., "Green Card" holder); or (c) an INS-approved refugee or asylum holder who has applied for naturalization within six months of the date the individual first became eligible; and if not yet naturalized, is still actively pursuing naturalization if 2 years have passed since the date of application to be granted access pursuant to US Export Control laws. Candidates will be required to submit appropriate documentation to determine whether access can be granted before proceeding further through the application process.

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