

23 February 2006

SFIA Profile Explained

This report represents a detailed breakdown of your SFIA Profile using SFIA skill descriptors.

Organisation:	terry testing
Name:	employee m
Manager(s):	Terry Hook
Team(s):	Application Development Team
Job Role:	Embedding Standards IT Project Co Ordinator
Profile Status:	Approved

Identified Job Role Skills

Category	Strategy and planning
Subcategory	Business/IS strategy and planning
Skill	Business risk management

The planning and implementation of organisation-wide processes and procedures for the management of operational risk.

Your Skill Level

1 2 3 4 **5** 6 7

Carries out risk assessment within a defined functional or technical area of business. Uses consistent processes for identifying potential risk events, quantifying and documenting the probability of occurrence and impact on the business. Refers to domain experts for guidance on specialised areas of risk, such as architecture and environment. Coordinates the development of countermeasures and contingency plans.

Category	Strategy and planning
Subcategory	Technical strategy and planning
Skill	Methods and tools

Ensuring that appropriate methods and tools for the planning, development, operation, management and maintenance of systems are adopted and used effectively throughout the organisation.

Your Skill Level

1 2 3 **4** 5 6 7

Provides expertise and support on use of methods and tools.

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SFIA Profile Explained (continued)

Identified Job Role Skills

Category	Development
Subcategory	Systems development
Skill	Systems development management

The management of resources in order to plan, estimate and carry out programmes of systems development work to time, budget and quality targets and in accordance with appropriate standards.

Your Skill Level

1 2 3 4 5 6 7

Agrees, with business management, systems development projects that support the organisation's objectives and plans. Ensures that management is both aware of and able to provide the required resources, and that available resources are properly utilised and accounted for. Monitors and reports on the progress of systems development projects, using appropriate quality assurance processes to ensure that projects are carried out in accordance with agreed standards, methods and procedures.

Category	Business change
Subcategory	Business change management
Skill	Business analysis

The methodical investigation, analysis, review and documentation of all or part of a business in terms of business functions and processes, the information used and the data on which the information is based. The definition of requirements for improving any aspect of the processes and systems and quantification of potential business benefits. The creation of viable specifications and acceptance criteria in preparation for the construction of information and communication systems.

Your Skill Level

1 2 3 4 5 6 7

Investigates operational requirements and problems, seeking effective business solutions through improvements in automated and non-automated components of new or changed processes. Assists in the analysis of the underlying issues arising from investigations into requirements and problems and identifies available options for consideration. Works with clients/users in defining acceptance tests.

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SFIA Profile Explained (continued)

Identified Job Role Skills

Category	Business change
Subcategory	Business change management
Skill	Project management

The management of projects, typically (but not exclusively) involving the development and implementation of business processes to meet identified business needs, acquiring and utilising the necessary resources and skills, within agreed parameters of cost, timescales and quality.

Your Skill Level

1 2 3 4 5 6 7

Defines, documents and carries out small projects, actively participating in all phases. Identifies, assesses and manages risks to the success of the project. Prepares realistic project and quality plans and tracks activities against the plans, providing regular and accurate reports to stakeholders as appropriate. Monitors costs, timescales and resources used and takes action where these deviate from agreed tolerances. Ensures that own projects are formally closed and, where appropriate, subsequently reviewed, and that lessons learned are recorded.

Category	Business change
Subcategory	Relationship management
Skill	Stakeholder relationship management

The coordination of relationships with and between key stakeholders, during the design, management and implementation of business change.

Your Skill Level

1 2 3 4 5 6 7

Develops and manages one or more defined communication channels and/or stakeholder groups. Initiates communications between stakeholders, acting as a single point of contact for defined groups. Facilitates open communication and discussion between stakeholders. Captures and disseminates technical and business information. Facilitates the business change decision-making processes and the planning and implementation of change.

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SFIA Profile Explained (continued)

Identified Job Role Skills

Category	Procurement and management support
Subcategory	Quality
Skill	Quality assurance

The process of ensuring that the agreed quality standards within an organisation are adhered to and that best practice is promulgated throughout the organisation.

Your Skill Level

1 2 3 4 5 6 7

Uses appropriate methods and tools, in the development, maintenance, control and distribution of quality and environmental standards. Makes technical changes to quality and environmental standards, according to documented procedures. Distributes new and revised standards.

Category	Ancillary skills
Subcategory	Education and training
Skill	Education and training delivery

The teaching of knowledge and techniques and skills training relevant to SFIA content.

Your Skill Level

1 2 3 4 5 6 7

Customises and delivers teaching or training to a variety of audiences using a range of instructional techniques.

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SFIA Profile Explained (continued)

Identified Job Role Skills

Category	Ancillary skills
Subcategory	Sales and marketing
Skill	Marketing

The research, analysis and stimulation of potential or existing markets for IT products and services, both to provide a sound basis for their development and to generate a satisfactory flow of sales enquiries.

Your Skill Level

1 2 3 4 5 6 7

Maintains effective internal and external business relationships. Plans and conducts market research. Investigates and analyses customer dynamics and uses research to inform marketing plans. In telecommunications especially, this includes plans for customer loyalty. Organises marketing events and drafts marketing support materials such as brochures and mailshots.