

## **Business Process Re-engineering Consultant Roles and Responsibilities**

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**Role:** To provide business process re-engineering support to the CSI team on object oriented analysis and design using the Iconix process and the Sparx Enterprise Architect tool.

- Provide guidance and mentor the CSI team in the use of the Iconix process in relation to the CSI methodology and the Sparx Enterprise Architect tool.
  - Ensure CSI Systems Analysts and Business Analysts have proficiency at a tactical level
  - Work with CSI Process Coordinators at a strategic level
  - Ensure collaboration and consistency of messages to the entire team
- Provide training as needed on the Iconix process and the Sparx Enterprise Architect tool.
- Develop and maintain the documentation of the DMV standards and definitions related to the Iconix re-engineering methodology and the Enterprise Architect tool.
- Provide ongoing quality review of the DMV model to ensure consistency in the data captured from the DMV enterprise and business area re-engineering efforts.
  - Ensure consistency across teams from the System Analysts and Business Analysts perspectives.
  - Ensure cross team coordination from the Process Coordinators perspectives.
- Attend business process re-engineering sessions conducted with Business Partners and Subject Matter Experts to provide guidance and support.
- Support pilots and proofs of concept as required.
- Guide and support the Process Coordinators to manage and resolve the cross-functional business information.
- Develop standardized Enterprise Architect reports for use by the Process Coordinators and the Project Manager to manage the project artifacts.
- Develop and standardize the inputs and outputs to include templates, guidelines, and best practices to ensure complete and efficient usage of all available Enterprise Architect features within the design lifecycle.
- Ensure a seamless transition through the Phase 2 activities and prepare for the Phase 3 design forum activities.