

BUSINESS PROCESS ARCHITECT

Job Title	Business Process Architect
Business Unit / Group Function	Central Services
BU Team / Sub-Function	IFS10/William Grant Way
Location	SBP
Leader	Business Process Leader
People Leadership	No
Job Level	4A
Role Purpose Design, Document and Implement the 'to be' WG&S business process universe to support the William Grants Way. Create, maintain and govern a standard set of architecture artefacts that accurately model the business: developing key business processes, services, goals, drivers, objectives and strategies; and working in partnership with key business and GTS stakeholders to ensure these provide a true reflection of the organisation whilst supporting teams to identify opportunities for improvement.	
Accountabilities <ul style="list-style-type: none"> Define the process methodology and standards to be deployed across the Company. Lead the facilitation of, and effectively contribute to, project workshops with relevant process owners/SME's and senior business stakeholders. Design and document the To Be business process model based on Industry best practice standards for a FMCG organisation to level 5. Build an enduring governance framework to embed the new process model across the organisation ensuring full alignment with other William objectives such as organisational design constructs, development of KPI's and Corporate Directory documentation standards. Establish and maintain successful relationships throughout all levels of the organisation to influence and advise on business processes and systems, developing a collaborative approach to continuous improvement. Train and engage business users on understanding BPMN notation and processes, and design/deliver appropriate training on organisational standards, procedures and technologies in line with WG&S project, operational and support requirements. Attend Project Steering Group meetings as required to report on project status and support the approval of completion of key project milestones. Focussing on the commercial processes and working closely with our commercial teams and distributor management. 	
Created by:	
Creation Date:	

HRBP:	Kirsty Morris
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