

HR01 · STEP 3 · INTERIM

Job Description Builder

Role Requirements Brief

Structured role brief translating workforce context, benchmarks, and legacy language into clear responsibilities, capabilities, and evaluation criteria.

ABOUT THIS DOCUMENT

This is a **sample** deliverable from the **Job Description Builder** workflow (HR01) in AGASI AiOS. It shows the expected structure and tone. All names, numbers, and facts are **fictional**.

Role Requirements Brief: Senior Data & AI Consultant

Department: Data & AI Advisory **Hiring Manager:** Practice Head, Data & AI Advisory **Target Hires:** 3 (Plan ID: DAA-01) **Time to Fill Target:** 40 Days **Compensation Band:** ,000 - ,000 (Market 50th - 75th Percentile)

Team Context

Northbridge Advisory Partners has grown quickly, and the Data & AI Advisory practice is expanding capacity to meet client demand. This role replaces two departures and adds one new headcount. The team is shifting away from legacy on-premise data warehousing and focusing entirely on modern cloud and GenAI solutions.

Role Scope

The Senior Data & AI Consultant (internally mapped in HRIS as "Data/AI Engineer III") will lead client engagements independently. They will be responsible for designing and deploying Azure-based GenAI solutions and presenting strategic outcomes to C-suite client stakeholders. The role requires a hybrid work model (3 days in-office), resolving the discrepancy between the legacy 100% remote policy and current business needs.

Primary Objectives

- **Accelerate Time to Productivity:** Ramp up quickly to lead client projects, supporting the firm's target of reducing average time to productivity to 90 days.
- **Client Delivery:** Successfully deploy LLMs and GenAI solutions into production for enterprise clients.
- **Executive Advisory:** Act as a trusted advisor to client executives on AI strategy and implementation.

Must-Have Criteria

- 5+ years in professional services or tech consulting.
- Deep expertise in Azure AI services and Python.
- Proven experience deploying LLMs or GenAI solutions into production.
- Strong stakeholder management and C-suite presentation skills.
- Active certification: Azure Data Engineer or Azure AI Engineer.

Open Operational Items for HR/TA

- **Onboarding Ownership:** An onboarding owner must be assigned prior to the offer stage to ensure we hit the 92% 30-day onboarding completion target (currently at 63%).
- **Bonus Structure:** TA needs to confirm the annual performance bonus structure with the Compensation Analyst, as it was missing from the initial benchmark snapshot.