



DEPARTMENT OF DEVELOPMENTAL SERVICES
CENTRAL OFFICE
JOB OPPORTUNITY
INFORMATION TECHNOLOGY MANAGER 1

[PLEASE FOLLOW THE SPECIFIC APPLICATION FILING INSTRUCTIONS AT THE BOTTOM OF THIS PAGE!](#)

Open To: The Public
Location: 460 Capitol Ave., Hartford
Job Posting No: 106071
Hours: Monday - Friday (8:00am – 4:30pm)
Salary: \$86,813 - \$123,104 (MP-65 – MP-66)
Closing Date: November 14, 2016

Examples of Duties: The Information Technology Manager 1 will report to the Information Technology Manager 2 and will plan, organize and manage all operations and activities of the IT Application Support and Database unit. The incumbent will be responsible for managing DDS IT Application and Database Support staff members, their work assignments, performance monitoring and evaluation as well as IT consultants or vendors used to supplement resources. He/she will be responsible for meeting all application and database support needs of the agency; collaborating with the business leads in establishing priorities for application changes, enhancements, and project development initiatives based on agency requirements.

The Manager is accountable and will monitor the work of staff, outside consultants, and implementation partners to meet project milestones and coordinate technical activities during project design, development, testing, and installation. The incumbent is accountable for collaborating with project participants in the development of SDM artifacts such as project charters and schedules, technical requirements, solution approach options, design documents, production support strategies, knowledge transfer plans, and other documentation as necessary in support of the Agencies Home and Community Based Services (HCBS) application modernization effort, BI Analytics, and other existing legacy applications and databases.

The Manager will provide technical leadership and coordination of requirements analysis, traceability matrix, technical requirements, design, build, IT testing and implementation of the Infrastructure, Architecture, system configuration, and other technical areas as necessary for the project successful completion. He/she manages DDS IT team's performance of project tasks and participates in strategy and planning sessions. The Manager will be responsible for IT procurement, software inventories, and will participate and contribute to the agencies IT Request for Proposals (RFP) and Request for Information (RFI) initiatives. He/she will be responsible for developing staff competence and offering visible support through the development and execution of training and knowledge transfer strategies. The IT Manager will ensure the development of high quality, low-cost technology solutions that are aligned with the needs of the State and DDS.

The IT Manager will be responsible for aligning application and database planning with the agencies business strategy; leading and influencing the development of standards and decisions regarding the DDS IT Work Intake process and changes to agency applications and databases. The incumbent will lead their team to ensure quality and timely responses to all customer service issues. The IT Manager will take on key IT project roles such as but not limited to IT Technical Lead, Project Management, and/or act as support subject matter expert on behalf of the DDS Application and Database Support unit. The IT Manager will evaluate the agencies existing legacy applications to determine the scope of the technical changes needed to meet the business requirements and provide technical support and direction for a team consisting of application, system testers, and database programmers. He/she will participate in other agency IT projects performing related duties as required such as BI Analytics, Desktop, Server, and Network upgrades.

The IT Manager will interface regularly with clients/customers; stay abreast of local, regional and national industry trends; understand the major trends affecting technology; search out opportunities to change, grow, innovate and improve; coordinate the use of key people, resources, technologies, process, and capabilities to reach strategic goals; sets an example by acting in ways that are consistent with shared department values; foster collaboration by promoting cooperative goals, building trust and enlisting others in a common vision. Will perform related duties as required.

General Experience: Ten (10) years of experience in computer or network operations, production control, systems development, information technology analysis and planning.

Special Experience: Three (3) years of the General Experience must have been in a lead capacity. Note: For State Employees, this is interpreted to be at the level of an Information Technology Analyst 3.

Substitutions Allowed:

1. College training in computer science, management information systems or a closely related field may be substituted for the General Experience on the basis of fifteen (15) semester hours equalling one half (1/2) year of experience to a maximum of four (4) years for a Bachelor's Degree.
2. A Master's Degree in computer science, management information systems or a closely related field may be substituted for one (1) additional year of the General Experience.
3. For State Employees, four (4) years of experience as a Computer Operations Supervisor may be substituted for the Special Experience.

Preferred Skills & Experience:

- Experience with commercial off the shelf software applications; architecture, configuration and implementation.
- Experience with managing .net development initiatives.
- Experience with leading in-house, consultants, and vendor development teams.
- Experience with Oracle Siebel, OPA, OBIEE, Exadata, and Exalogic.
- Experience creating statements of work, and monitoring milestones with vendors and contractors.
- Experience with Project Management Methodologies and Modernization initiatives.
- Knowledge of MS SQL and/or Oracle database systems in order to guide conversions from legacy systems.
- Experience supervising large development teams; developing and executing training and knowledge transfer plans
- Experience setting staff performance standards and goals; conducting performance appraisals, coaching, and improvement plans when needed.

Note: The filling of this position will be in accordance with reemployment, SEBAC, transfer, promotion and merit employment rules, if applicable.

Application Procedure for All Applicants: Interested and qualified candidates who meet the above requirements should submit a fully completed Application for Examination or Employment (CT-HR-12) located at www.das.state.ct.us/exam. Current State employees must also provide copies of their last two performance appraisals. Non-State employees must also provide 2 letters of reference.

All application materials must be received by 11:59 p.m. on the closing date indicated above.

Incomplete application materials will not be considered.

Send application materials to:

**Department of Developmental Services — Central Office
460 Capitol Avenue
Hartford, CT 06106**

Attn: Ms. Selestian Patterson

Email: DDS.CO.Recruiting@ct.gov Phone: 860-418-6129 Fax: 860-920-3045

Application materials can be mailed, faxed, or emailed.

AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER

The State of Connecticut is an equal opportunity/affirmative action employer and strongly encourages the applications of women, minorities, and persons with disabilities.