



**OFFICE OF POLICY AND MANAGEMENT  
JOB OPPORTUNITY  
INFORMATION TECHNOLOGY MANAGER 1**

**PLEASE FOLLOW THE SPECIFIC APPLICATION FILING INSTRUCTIONS AT THE BOTTOM OF THIS PAGE!**

**Open To:** The Public

**Location:** 450 Capitol Avenue, Hartford, CT 06106

**Job Posting No:** 113293

**Hours:** 40 (Monday – Friday)

**Salary:** \$86,813 - \$123,104 annual  
(New hires into state service usually start at the minimum of the salary range)

**Closing Date:** Must be received in this office by 3:00 p.m., Friday, February 5, 2016

**Eligibility Requirement:**

The Office of Policy and Management (OPM) is presently accepting applications to fill one (1) Information Technology Manager 1 position. OPM is working with the Department of Administrative Services and the Office of the State Comptroller to implement a new Business Intelligence (BI) tool within Core-CT – the State's integrated human services, payroll, and financial system. This position is integral to implementing the new BI tool and will be accountable for managing and overseeing the BI Production Support Team. The successful candidate will have experience in Business Intelligence (BI) applications. Candidate should also have working knowledge of managing and maintaining BI repository and experience with Extract Transformation and Load (ETL).

State employees currently holding the above title or those who have previously attained permanent status may apply for lateral transfer.

**Knowledge, Skills and Abilities:**

Plan and Deploy for Business Results, which includes the ability to develop and implement business plans, IT plans, budget plans, and human resource plans in order to maximize budget allocations, technology, personnel and other resources to achieve agency and program goals. Lead Change, which includes innovation, the ability to be a creative problem solver and a strategic thinker, and the ability to recognize and develop opportunities to grow and develop information technology services in response to customers and a changing work environment. Focus on Results and Quality, including exercising and promoting accountability, and the ability to analyze surveys, financial and other data, and use strategic planning and performance measurement techniques to continuously improve performance and maintain competitiveness. Understand Customers and Markets, which includes the ability to establish customer satisfaction and loyalty, forecast and conduct market analyses, keep ahead of industry trends and incorporate "best practices" into information technology operations. Lead People, including the ability to resolve conflict, communicate effectively, coach and train employees, recognize performance, and foster diversity and teamwork. Build Coalitions, including the ability to explain and advocate facts and ideas in a convincing manner, to negotiate with individuals and groups internally and externally, to gain cooperation from others, and to identify the internal and external politics that impact the work of the organization. Business Knowledge, including knowledge of the technical, professional, procedural and legal requirements of the specific information technology area.

**Preferred Experience:**

- Knowledge and experience in Business Intelligence (BI) Applications.
- Knowledge and experience in Extract Transformation and Load (ETL) using Oracle Data Integrator (ODI), Informatica etc.
- Knowledge and experience with maintaining BI repository file.
- Knowledge and experience in data warehouse architecture and maintenance.
- Knowledge and experience in SQL, BI dashboards, reports and analysis.
- Knowledge and experience with BI security.
- Knowledge and experience with Enterprise Resource Planning (ERP) systems like PeopleSoft, SAP etc. and functional suite like Financial, Human Resources etc.

**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.

**Substitution 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 equaling 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.

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

**Application Instructions:**

Interested and qualified candidates who meet the above requirements should submit the following four (4) documents and forward as indicated below:

1. Cover letter that describes your interest and suitability for the position.
2. Resume.
3. State of Connecticut Application for Employment (CT-HR-12), available online by clicking [here](#). **Do not write your social security number on the application materials.**
4. Three (3) professional reference letters from current and/or former supervisors, or performance appraisals. Candidates currently employed in state service, please submit your two (2) most recent service ratings in lieu of references with your application materials.

Your application will not be considered without these four (4) documents. Submit your application package to:

**Office of Policy and Management  
450 Capitol Avenue  
MS # 52 ADM  
Hartford, CT 06106  
Confidential Fax (860) 706-5790  
Attn: Carolyn Kozak, Human Resources**

**Tel: (860) 418-6324**

**Note: Application packages received via email will not be considered.**

**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.