

DEPARTMENT OF CHILDREN AND FAMILIES
JOB OPPORTUNITY
Information Technology Manager 3

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

Open To: **The Public** **Location:** 505 Hudson Street, Hartford, CT
Hours: 40 **Salary:** MP - 70, \$105,623.00 – \$144,021.00, (Annually)
Closing Date: June 26, 2015

The Department of Children and Families is currently recruiting for a full time, 40 hours per week Informational Technology Manager 3 position within the Information and Technology Division. The position will be located at 505 Hudson Street, Hartford, CT.

Eligibility Requirement: Candidates must have applied for and passed the Information Technology Manager 3 exam and be on a current certification list promulgated by the Department of Administrative Services for this classification at the time of appointment to this position. State employees currently holding the above title or those who have previously attained permanent status in the class may apply for a lateral transfer.

Examples of Duties: Plans, organizes and manages all operations and activities of an information technology services unit, division, function or location; responsible for meeting all data processing or information technology needs of the respective unit, division, function or location; establishes priorities for systems development and data processing projects in accordance with agency requirements; develops plans for future utilization information technology services in the overall agency program; within the financial resources of the agency ensuring the development of high quality, low-cost technology solutions aligned with the needs of the State and its agencies; aligns information technology planning with the business strategy; leads and influences the development of standards and decisions regarding changes to systems/applications; manages information systems activities within areas such as IT infrastructure and architecture, applications development, networks, computer operations and support; works with leadership team to maximize cross-team contributions; leads information technology operations to ensure exceptional quality and timely response to all customer service issues; interfaces regularly with clients/customers; stays abreast of local, regional and national industry trends; understands the major economic, political, technological and competitive trends affecting technology; to capture competitive advantages, searches out challenging opportunities to change, grow, innovate and improve; compares information technology with those of significant competitors and makes appropriate adjustments; coordinates 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; fosters collaboration by promoting cooperative goals, building trust and enlisting others in a common vision; strengthens staff by providing choice, developing competence and offering visible support; focuses on continuous learning for self and staff; actively acknowledges individual and team accomplishments; leverages technological solutions to meet business needs; performs related duties as required.

Minimum Qualification: 1) 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. 2) 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. 3) 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. 4) 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. 5) Lead People, including the ability to resolve conflict, communicate effectively, coach and train employees, recognize performance, and foster diversity and teamwork. 6) 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. 7) Business Knowledge, including knowledge of the technical, professional, procedural and legal requirements of the specific information technology area.

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

*****Preferred Experience:** Proven experience in management of major projects.

Special Requirements: One (1) year of the General Experience must have been in a managerial capacity. Note: For State Employees, this is interpreted to be at the level of an Information Technology Manager 2.

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 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 the Information Technology Manager 1 level only, 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.

Application Instructions: Interested and qualified candidates who meet the above requirements should submit a cover letter, a resume, three (3) SUPERVISORY references (current state employees please provide last two Service Ratings in lieu of references) and an Application for Employment (CT-HR12) to the address below. **Please reference Job Posting # TH101474CO.** Application material can be faxed to (860) 550-6433.

Applications must be postmarked no later than the closing date indicated above. Incomplete application packages will not be considered. Due to the large volume of applications received we are unable to provide confirmation of receipt or status updates during the recruitment process.

DEPARTMENT OF CHILDREN AND FAMILIES
505 HUDSON STREET
HUMAN RESOURCES, 8TH FLOOR
HARTFORD, CT 06106
Att: Taneisha Hancel
FAX: 860.550.6433

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.