SENIOR DIRECTOR FOR INFORMATION TECHNOLOGY – The Senior Director for Information Technology reports directly to the Deputy Director for Information Technology and has the following responsibilities:

1. **Supervision:**
   a. **Function:** Oversees the design, delivery, and management of technology services and solutions with responsibility for operations of infrastructure, network, storage, desktop and application support, and security.
   b. **Staff:** Senior Applications Analyst and Applications Programmers

2. **Performance - Regular Assignments:**
   a. Direct implementation and execution of new and/or upgraded IT systems via well-defined plans including procedures, deadlines, and accountability.
   b. Analyze IT system requirements and make recommendations for future advances to improve efficiency and enhance services in conjunction with the Deputy Director for Information Technology.
   c. Coordinate installation of hardware and software to support agency technology needs.
   d. Operate in-house computer hardware.
   e. Serve as agency database administrator.
   f. Communicate with agency staff to develop new applications or modify existing ones to meet technology needs, including the design and programming of end user reports.
   g. Utilize programming languages such as COBOL, FORTRAN, SQL, SAS, ASP.NET, HTML, CSS, JavaScript, Dreamweaver and ColdFusion to code, test, and debug IT programs and applications.
   h. Implement policies, standards, guidelines, and procedures to ensure the security of all data systems and the integrity of confidential agency data.
   i. Manage third-party service providers supporting IT functions; maintain IT vendor accounts and contracts in coordination with the Finance and Operations Division.
   j. Serve as the agency coordinator for networking and IT services provided through the Department of Innovation & Technology (DoIT).
   k. Provide timely technical resources and support across the agency which may include off-hours support and system maintenance.
   l. Configure, troubleshoot, and maintain the Linux system and execute Linux job procedures.
   m. Support disaster recovery, business continuity planning, and testing.
   n. Perform other duties as assigned by the Deputy Director for Information Technology.

3. **Liaison:**
   a. Department of Innovation and Technology (DoIT)
   b. IT third-party service providers and vendors

**Minimum Qualifications**
1. Bachelor’s degree with a major in computer science, information systems, or a closely related field that included 30 semester hours of credit in computer-related courses.
2. Advanced experience with technical design, implementation and management of information technology and data systems.
3. Experience with Linux.
4. Experience with virtual server environments.
5. Experience in programming languages such as Object Oriented, COBOL, FORTRAN, SQL, ColdFusion, and SAS.

**Additional Desirable Qualifications**
1. Prior supervisory and project management experience in information systems.
2. Skill in conversing fluently in non-technical terms and in presenting data processing equipment applications to users.
3. Skill in understanding, developing, communicating, and expressing ideas.
4. Demonstrated human relations skills.
5. Experience with, or adequate knowledge of, the Illinois Community College System.