

**MISSISSIPPI DEPARTMENT OF EMPLOYMENT SECURITY
(MDES)
JOB ANNOUNCEMENT**

February 03, 2021
Date

SUBJECT: Job Announcement for Director of IT

STATUS: Non-State Service (Exclude Code 16)

JOB TITLE: Systems Info Officer, Chief

SALARY RANGE: \$72,248.14 to \$126,434.25 per year

LOCATION: State Office

COUNTY: Hinds

OPENING DATE: Wednesday, February 3, 2021

CLOSING DATE: Wednesday, February 17, 2021

APPLICATION: All interested candidates must submit a resume with three references to Guy Martin, MDES Deputy Executive Director - CFO, at guymart@mdes.ms.gov by the closing date of this job announcement. Any questions should be directed to guymart@mdes.ms.gov.

EDUCATION: A Bachelor's Degree from an accredited four-year college or university in computer science, data processing, business information systems, or a related field; and Ten (10) years of directly related experience in a similar technical environment with a minimum of four (4) years in a project management, team management or other management role.

OR

An Associate's Degree from an accredited two-year college in computer science, data processing, business information systems, or a directly related field; and Twelve (12) years of directly related experience with a minimum of four (4) years in a project management, team management or other management role;

OR

Graduation from a standard four-year high school or equivalent (GED or High School Equivalency Diploma); and Fourteen (14) years of directly related experience with a minimum of four (4) years in a project management, team management or other management role.

Substitution Statement:

Related education and directly related experience may be substituted on an equal basis.

Possession of an Institute for Certification of Computer Professionals (ICCP) certificate based on successful completion may be substituted for one (1) year of the required experience (certificate must be attached). A Master's Degree from an accredited four-year college or university; and Seven (7) years in the special experience defined below, six (6) years of which must have included line or functional administrative or advanced technical supervision.

JOB DUTIES:

Oversees system delivery and technical support for agency users which includes oversight of system performance.

Sets the agency's technical direction, ensuring the agency has hardware, software, and personnel resources required. Provides work direction and prioritizes work for technology staff within the agency.

Establishes and enforces technology standards and procedures for the agency.

Plans large-scale technology projects involving many users at different locations.

Acts as the chief advisor on all development projects regarding technology and negotiates contracts and administration for the life of the project.

Responsible for personnel recruitment of technology personnel. Conducts review and feedback sessions and annual performance reviews for staff including preparation of professional development plans for each employee.

Prepares budget to adequately provide technology services for the agency supported, maintains and tracks expenditures.

Acts as an advisor on technology issues for the agency and collaborates with ITS staff when necessary. Acts as the information technology representative for the agency.

Stays abreast of emerging technologies and assesses their potential for use within the agency depending on customer needs and resources.

Troubleshoots and resolves complex customer problems/issues when necessary.

Recommends improvements and enhancements for the agency's technology infrastructure.

Participates in inter-agency technology initiatives and groups, such as ISPC, ITPDC, inter-agency task forces, etc.

Performs related or similar duties as required or assigned.

MDES IS AN EQUAL OPPORTUNITY EMPLOYER.AUXILIARY AIDS AND SERVICES ARE AVAILABLE UPON REQUEST