# Information Technology Director

**Starting Salary Range:** $72,753 - $89,299 commensurate with experience and education

**Position will remain opened until filled with the first screening of application materials to begin on October 22, 2018.**

**Position Summary**

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The Director of Information Technology provides the necessary leadership, skills and abilities to ensure the implementation of the information technology system within all Warren County departments. Provides the vision and long-term goals that are aligned with the future needs of Warren County.

**Position Responsibilities**

- Responsible for the selection, training, and the performance management of assigned personnel while maintaining compliance with all employment laws, county policies
- Consults with departments and end users regarding needs and solutions to information technology issues
- Work with elective officials and department heads to develop, manage and support information technology projects and their priority
- Maintains overall responsibility for the reliable operation of centralized computer systems
- Troubleshoot and determine root causes for unexpected system failures or problems that may involve hardware, software or operating systems
- Manage the use of vendor support services, outside engineers, and consultants to identify problems and solutions
- Provide the necessary training and support to all end-user within Warren County
- Develops various plans for performance, reliability and security of the network systems
- Prepares and submits an annual budget to the Board of Supervisors
- Responsible for overseeing the Sheriff's 24/7 function including the Sheriff's office, deputies and 911 dispatch.
- Responsible for the selection, training, and the performance management of assigned personnel while maintaining compliance with all employment laws, county policies
- Responsible for the implementation of work and safety rules
- Responsible for all other duties as assigned

**Education, Skills and Experience**

- Graduation from a four-year college or university plus seven years of relevant IT experience or a combination of education, training and experience

- Knowledge of various computer technologies, servers, software and Microsoft operating systems
- Demonstrate the ability to constructively lead and attain results through others
- Ability to organize and manage multiple priorities and exercise independent judgment
- Must have strong customer orientation skills
- Excellent interpersonal and communication skills with other employees/departments/offices within Warren County
- Must be a positive representative of the IT Department and Warren County
- A strong team player and demonstrated commitment to the ideas and values of Warren County

Please send the application, found on our career page to hr@warrencountyia.org. Any supporting documents maybe sent to this email as well.

Human Resources
Warren County