Director, Enterprise Systems

Job Code 50012995

General Description
Responsible for insuring the reliable operation of mission critical Enterprise systems including Student Information Systems ERP, HR/FI SAP ERP and other related enterprise systems. Provide leadership, vision, direction and mentorship to the staff designated to support these systems.

Examples of Duties
Coordinate, manage, direct and evaluate the performance of personnel. Provide technical leadership and mentoring of staff. Monitor computer application and performance, including customer access. Direct and participate in the resolution of hardware and software faults. Evaluate and test hardware and software and new releases of ERP or other related applications. Participate in the formulation and execution of process and procedures for dealing with mission critical information systems. Keep abreast of developments in computing through reading, correspondence, meetings and conferences. Plan information technology resource procurements and staffing.

Knowledge, Skills, and Abilities
Knowledge of: Technology; management practices and theories; laws, guidelines and policies related to the use of computing resources;

Skill in: Preparing clear and accurate reports; working with a team; establishing rapport with other universities and vendors; problem solving and decision making.

Ability to: Interpret policies and procedures; explain technical material;

Experience and Education
To qualify for this classification, an individual must possess any combination of experience and education that would likely produce the required knowledge, skills, and abilities.

Other Requirements