

Job Title- IT Manager

To Apply

Contact Debbie Dobbs, CFO via email at debbie.dobbs@cbopc.com.

Summary

The Information Technology Manager will oversee the development, implementation and use of technology throughout the bank. Areas of responsibility include the full range of information systems and telecommunications activities, including leading bank-wide efforts to improve the effective use of technology, determining user requirements, and recommending practical solutions.

This position also works closely with the Technology Steering Committee in evaluating current systems and aligning business objectives with the strategy for technology. The IT Manager is a key technical resource, providing advice, training and technical support for various projects.

Responsibilities

Project and Product Management - Provides direction and oversight to IT projects and products. Assigns project tasks, drives project schedules, product releases, and conveys results or updates to the appropriate parties. Develops and utilizes methods of tracking performance. Manages and administers vendor, outsource, and consultant contracts and service agreements, including leading negotiations of contracts and contract renewals.

Managerial Functions - Establishes and monitors expectations to achieve company and department goals. Makes appropriate changes to IT policies, standards, procedures, and efficiencies in order to meet objectives. Manages the performance, training, and evaluation of assigned staff. Maximizes department achievements by providing professional development. Ensures bank needs are met through prioritization and resource allocation. Responsible for compliance with FDIC and State banking regulations in reference to IT. Develops IT Strategic Plan and accompanying budget to align with bank enterprise wide strategic plan.

Business Support - Utilizes business analysis and testing activities to determine the scope, time and cost estimates and system impact of user requests. Facilitates system modifications within existing system architecture and assists with architectural changes as necessary. Elicits and refines business technology roadmaps, including setting priorities and understanding impacts across departments. Responds to after-hours system problem calls. Travels to branch locations as needed.

Technical Expertise - Serves as a technical expert and strategic leader to Technology Steering Committee & Senior Management. Ensures IT Staff activities comply with all appropriate configuration, change controls, and security standards. Keeps abreast of industry trends. Identifies and holds accountable vendors in support of system updates, maintenance and service level agreements.

Prerequisites Information Technology related degree preferred

- IT experience within banking industry preferred
- Highly skilled communicator at all levels