TECHNOLOGY DEVELOPMENT MANAGER (CFB)

General Statement of Duties and Responsibilities

This is a management class of positions. Incumbent performs related work.

Under executive direction, with latitude for independent initiative and judgment, the Technology Development Manager is responsible for the management, administration, and coordination of the CFB's technology and systems development, including management information systems, application development, and communications. Duties also include managing technology staff and programs; hiring and recruiting technology staff; liaising with the Office of Technology and Innovation on technical projects; guidance, and development. This title also manages the formulation, development, implementation, modification, and evaluation of departmental programs, policies, and procedures that affect technological and informational interchange operations; directs ongoing research and assessment of current trends and platforms used in technology; uses data and research to make informed technical recommendations to improve CFB technology policies; recommends methods of incorporating new technology into existing agency systems; and facilitates necessary technology changes to meet the needs of the CFB platforms.

Examples of Typical Tasks

Coordinates the research, planning, and implementation of developments in technological and informational interchange operations.

Coordinates and manages the formulation, development, and implementation of department programs, policies, and procedures relating to technological and systems development, management information systems, and communications systems operations.

Monitors and oversees the ongoing assessment of the department's technological capabilities. Oversees and coordinates the research, planning, and development of major changes and modifications in departmental computerized operations and directs their implementation.

Oversees, coordinates, facilitates, and executes complex and confidential technology projects, and provides status updates and recommendations to Executive Staff.

Creates and/or manages, coordinates, or facilitates the production of CFB applications and platforms.

TECHNOLOGY DEVELOPMENT MANAGER (CFB)

Examples of Typical Tasks (continued)

Liaises with the Office of Technology and Innovation, internal staff, and external partners on technical projects, guidance, and development.

Supervises technology staff.

Qualification Requirements

1. A master's degree from an accredited college in computer science, business administration, public administration, or a related field, and three years of satisfactory full-time experience in a large technology operation involving complex and highly confidential information technology systems and emergency telecommunications, or in a related field, at least 18 months of which must have been in an executive, managerial or administrative capacity or supervising personnel performing duties in the fields described above; or

2. A baccalaureate degree from an accredited college and four years of satisfactory full-time experience as described in "1" above, at least 18 months of which must have been in an executive, managerial, administrative, or supervisory capacity as described in "1" above; or

3. Education and/or experience equivalent to "1" or "2" above. However, all candidates must have 18 months of executive, managerial, administrative, or supervisory experience described in "1" above.

Direct Lines of Promotion

Note: This class of positions is classified in the Non-Competitive Class.