



New York City Employees' Retirement System Job Vacancy Notice **CITYWIDE**

Civil Service Title: Computer Systems Manager, M-7

Salary: \$150,000 - \$170,000 (Annual)

Title Code: 10050

Division: Enterprise Project Management

Job Description:

NYCERS seeks to hire a Division Director for a newly formed division of Enterprise Project Management Office (EPO). Reporting directly to the Chief Operations Officer, the Director will oversee a staff of project management professionals responsible for implementation of a series of technical and business process improvement and modernization projects, including a Legacy Replacement Project (LRP). LRP is a large-scale, complex project, occurring over multiple years which aims to revamp and streamline business processes and modernize our infrastructure. The Director will oversee all LRP project resources and activities, including project planning, budget and scope development, vendor procurement and oversight of third-party contracted consultants. The Director will be responsible for ensuring effective project risk oversight is in place from project inception to completion. The Director will also oversee the daily operations of the EPO; formulate practices, policies, and procedures consistent with industry standards; ensure consistency in the execution of projects; monitor a series of modernization projects including contractor resources to ensure that the execution of projects are balanced with organizational readiness; and oversee the delivery of agency wide initiatives through the EPO. The Director will accomplish these responsibilities by collaborating with other Division Directors and Executive staff in the orchestration and organization of activities. The Director will also monitor and report on projects and performance. This position requires confidence, independent action, initiative, a sense of urgency, openness to feedback, the ability to make decisions and take responsibility for them, and managing to the target outcome.

MINIMUM REQUIREMENTS ARE ATTACHED

New York City residency is not required.

NYCERS is an Equal Opportunity Employer

Internal candidates must have been rated a satisfactory or better on their last annual evaluation.

CANDIDATE MUST BE PERMANANT COMPUTER SYSTEMS MANAGER OR REACHABLE ON THE COMPUTER SYSTEMS MANAGER, EXAM NO. 9011 LIST.

TO APPLY FOR CONSIDERATION, PLEASE FORWARD A COVER LETTER INDICATING POSTING NUMBER

009-20-0054 AND A COPY OF A CURRENT RESUME TO:

CITY EMPLOYEES: Employee Self Service (ESS). www.nyc.gov/ess. Search for Job ID#: 434222

ALL OTHER APPLICANTS: www.nyc.gov/careers/search. Search for Job ID#: 434222

DATED: 02/18/2020

POST UNTIL: Until Filled

NYCERS POSTING NUMBER:
009-20-0054



Technical Skills and Experience:

- Technical Skills and Experience:
- Certified Project Management Professional
- 10 years experience as a Program Manager at an enterprise level or Project Director (preferred).
- 5 years experience in overseeing large-scale, complex IT projects.
- Experience with technology modernization and legacy replacement initiatives, including data migration.
- Complex IT projects consisting of 20 or more project team members and third party vendors.
- Managing communication to stakeholders and performing stakeholder analysis, conducting and leading steering committee meetings.
- Overseeing the operations of a Project Management Office, resources, and supporting systems.
- Experience with Agile Project Management methodologies (Agile SCRUM/Kanban/ SAFe 4.0).
- Planview experience
- **Experience with managing third-party vendors**

Minimum Qualification Requirements:

1. A master's degree in computer science from an accredited college and three years of progressively more responsible, full-time, satisfactory experience using information technology in computer applications programming, systems programming, computer systems development, data telecommunications, database administration, planning of data/information processing, user services, or area networks at least 18 months of this experience must have been in an administrative, managerial or executive capacity in the areas of computer applications programming, systems programming, computer systems development, data telecommunications, data base administration, or planning of data processing or in the supervision of staff performing these duties; or
2. A baccalaureate degree from an accredited college and four years of experience as described in "1" above; or
3. A four-year high school diploma or its educational equivalent approved by a State's department of education or recognized accrediting organization and six years of experience as described in "1" above; or
4. A satisfactory combination of education and experience equivalent to "1", "2" or "3" above. However, all candidates must have at least a four-year high school diploma or its educational equivalent approved by a State's department of education or recognized accrediting organization and must possess at least three years of experience as described in "1" above, including the 18 months of administrative, managerial, executive or supervisory experience as described in "1" above.

Note: This position is open to qualified persons with a disability who are eligible for the 55-a Program. Please indicate on your resume or cover letter if you would like to be considered for the position under the 55-a Program.