

# ERS CHIEF TECHNOLOGY OFFICER

Recruitment #1906-5738-001

<b>List Type</b>	Original
<b>Requesting Department</b>	EMPLOYES' RETIREMENT SYSTEM
<b>Open Date</b>	7/25/2019 12:45:00 PM
<b>Filing Deadline</b>	8/15/2019 11:59:00 PM
<b>HR Analyst</b>	Deidre Steward

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## INTRODUCTION

Located on the western shore of Lake Michigan, Milwaukee is an urban hub bursting with energy. Milwaukee provides a casual sophistication – big city appeal without the big city hassles. We are accessible and affordable, and our residents are welcoming. Milwaukee has evolved through the years, bringing together its unsurpassed old world charm with a breathtaking Art Museum, top-flight arts and cultural attractions, professional sports, lakefront festivals, recreational opportunities, and great restaurants.

## PURPOSE

The Chief Technology Officer (CTO) provides technology vision and leadership for rationalizing, developing, acquiring, and/or implementing IT initiatives that enhance the ERS' performance and efficiency.

## ESSENTIAL FUNCTIONS

- Sponsor and drive the collaborative business technology planning process as well as craft and manage the IT Strategic Plan and associated investment in IT.
- Manage application and architecture development by using appropriate methodologies and overall execution of new and existing applications for enterprise initiatives; oversee Product Lifecycle Management (PLM) to drive refreshment of hardware (servers, desktops), software (COTS) and network devices.
- Provide leadership or assistance in the planning, specification and evaluation of technology-based solutions to the business needs of the agency.

- Develop and administer IT policy and align IT strategy and investment with the organization's business strategy and functions.
- Collaborate regularly with peers, both within the City and externally with the other public pension systems, by participating in conversations on the strategic impact of evolving technologies, emerging business solutions, and total cost of ownership.
- Oversee IT policies and risk management; audit for compliance and enforcement throughout the organization. Implement and sustain the Business Continuity Plan, Remote Office Site and Remote Server Site.
- Manage and keep IT infrastructure and data centers operational to meet the ERS Service Level Agreements (SLA); ensure ongoing monitoring to maintain their operational capabilities.
- Develop and manage multi-year budgets to encompass all aspects of ERS' IT organization's responsibilities.
- Communicate status and budget updates on key strategic and tactical initiatives to senior management and the annuity and pension board.

*Reasonable accommodations requested by qualified individuals with disabilities will be made in accordance with the Americans with Disabilities Act (ADA) of 1990, as amended by the Americans with Disabilities Act Amendments Act (ADAAA) of 2008.*

## MINIMUM REQUIREMENTS

1. Bachelor's degree in business, computer science, information systems, (emphasis in management information systems) or a closely related field from an accredited college or university.
2. Five years of senior management experience in the development, implementation and operation of mission critical systems.

**Equivalent combinations of education and experience may also be considered.**

*IMPORTANT NOTE: College transcripts are required and must be received by the application period closing date. Transcripts should be attached to your online application. Applications without transcripts attached will be considered incomplete and will be rejected. Student/unofficial copies are acceptable; however, your transcript must be legible and include your college/university name, your name, the degree completed (if applicable) and the date completed.*

## DESIRABLE QUALIFICATIONS

- Public pension experience.
- Experience in managing IT operations.

- Understanding of jClarety Pension Management System.

## KNOWLEDGES, SKILLS, ABILITIES & OTHER CHARACTERISTICS

- Demonstrated experience to plan and manage multi-year technology budgets and projects.
- Technical knowledge of network and PC operating systems, including Microsoft product environment and virtual servers.
- Knowledge of project management practices and principles.
- Knowledge of applicable data privacy practices and laws.
- Leadership skills to provide distinct plans of action for the workgroup to accomplish departmental project objectives.
- Ability to motivate, and lead a staff of professionals in a project.
- Ability to work cooperatively and effectively with ERS' management, Board members, elected officials, staff and support personnel.
- Ability to effectively communicate orally and in writing, including to ERS' senior management, staff, and the Board.
- Ability to read and interpret technical documents and policies.
- Ability to understand complex business processes and inter-relationships between city departments, functions and data.
- Ability to develop and implement strategic goals, policies and procedures.
- Interpersonal skills to effectively develop and maintain working relationships with culturally diverse individuals inside and outside the organization.
- Ability to analyze and solve complicated problems; decision-making skills and sound judgment.
- Ability to employ innovative approaches to meeting and resolving assignments and critical issues.
- Leadership, supervisory, and training skills: ability to assign duties, set performance standards, provide guidance and training, monitor work in progress, evaluate performance, and make hiring recommendations.
- Ability to coach and mentor direct reports.
- Strong interpersonal skills; self-directed and well organized.
- Ability to maintain confidentiality of restricted information.
- Ability to represent the department with professionalism, honesty, and integrity.
- Highly motivated, self-directed and well organized.

## CURRENT SALARY

The current salary range (1MX) for City of Milwaukee is \$97,420- \$136,395 annually and the resident incentive salary for City of Milwaukee residents is \$100,343-\$140,487. *Appointment*

*above the minimum is possible based upon level of experience and other qualifications and is subject to approval.*

*The City of Milwaukee provides a comprehensive benefit program that includes the following:*

- *Defined Benefit Pension Plan*
- *457 Deferred Compensation Plan*
- *Health and Dental Insurance*
- *Comprehensive Wellness Program*
- *Onsite Clinic Services*
- *Onsite Employee Assistance Program*
- *Alternative Work Schedules*
- *Long Term Disability Insurance*
- *Group Life Insurance*
- *Tuition Benefits*
- *Paid Vacation*
- *11 Paid Holidays*
- *Paid Sick Leave and other paid leaves*
- *Flexible Spending Arrangement*
- *Commuter Value Pass*

*For full details of the benefits offered by the City of Milwaukee, please visit <https://city.milwaukee.gov/DER/Benefits2019>.*

## **SELECTION PROCESS**

**THE SELECTION PROCESS** will be job related and will consist of one or more of the following: education and experience evaluation; written, oral, or performance tests, or other assessment methods. The Department of Employee Relations reserves the right to call only the most qualified candidates to oral and performance examinations. Oral examinations may include written exercises. Selection process component weights will be determined by further analysis of the job.

**INITIAL FILING DATE** - The examination will be held as soon as practical after **Thursday, August 15, 2019**. Receipt of applications may be discontinued at any time after this date without prior notice. However, recruitment may continue until the needs of the City have been met. Qualified applicants will be notified of the date, time, and place of the examination. Unless otherwise required by law, the City of Milwaukee will not provide alternative test administration. The applicant is responsible for attending all phases of the job selection process at the time and place designated by the City of Milwaukee.

## **ADDITIONAL INFORMATION**

- APPLICATIONS and further information may be accessed by visiting, <http://city.milwaukee.gov/jobs>.
- If you would like assistance completing an application, please contact the Department of Employee Relations at (414) 286-3751 or [staffinginfo@milwaukee.gov](mailto:staffinginfo@milwaukee.gov).
- The Department of Employee Relations is located at City Hall, 200 E. Wells St., Room 706, Milwaukee, WI 53202

## CONCLUSION

*EEO 101*

*The City of Milwaukee values and encourages diversity and is an equal opportunity employer.*