



Position Title: Director of Information Technology

Immediate Supervisor Title: CFO

Department: Information Technology

Location: New Kensington, PA

FLSA Status: Salaried Exempt

Brief Summary of Position Purpose:

The Director of IT is responsible for creating and executing the technology strategy to support the Company's goals and objectives. This individual will be a hands-on director that works closely with management across departments to identify, recommend, develop, implement and support cost-effective technology solutions to business needs.

This position is located in New Kensington PA and will be responsible for information technology at all locations, domestic and international.

Essential Functions:

- Develops and maintains a strategic technology roadmap to meet the needs of the organization
- Leads the transformation of information technology to a centrally managed function supporting the global organization
- Manages all aspects of IT, including infrastructure, applications, support, and security
- Establishes policies, procedures and processes to ensure effective, efficient, and consistent operations.
- Partners with business leaders to ensure delivery of technology solutions that align with cross functional goals and objectives
- Continuously monitors and evaluates technology and partners, communicating and executing improvement plans.
- Oversees financial aspects of the IT department, including budgeting, cost benefit analysis, and vendor contracts.
- Leads and develops department employees and leverages external resources.
- Develop plans and deliver results in a fast-paced business environment
- Creates and monitors relevant metrics to track processes.
- Other duties as assigned

Education/Training/Certifications:

- Bachelor's degree in Computer Science, Information Technology, Management Information Systems, or related discipline
- Master's degree a plus
- Technical certifications beneficial.

Experience

- Experience in an industrial or manufacturing environment preferred
- Minimum 10 years of total IT experience, at least 3 years at a senior management level.
- Prior experience managing technology delivery across complex, distributed enterprises in multiple locations.

Required Skill Sets: (e.g., computer skills, communications, math, etc.)

- Responsive to customer needs with a high attention to detail
- Demonstrated ability to manage staff, consultants, projects and budget
- Excellent time management skills with the ability to multi-task and prioritize responsibilities
- Effective interpersonal skills, and the ability to clearly communicate technical topics to an executive audience.
- Ability to work independently as well as within in a team.

Physical Demands: (e.g., lifting, travel, etc.)
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- Position requires concentration, accuracy, and focused mental effort.
- Works in normal office environment with occasional exposure to plant heat, moderate noise, dust, dirt and fumes
- Periodically travel (domestic and internationally) up to 15% as business needs requires.

Pursuant to the Americans with Disabilities Act (ADA), reasonable accommodations may be made to enable qualified individuals to perform the essential functions of this job.

AA/EEO/M/F/D/V