

Job Title: IT Computer Systems Manager, Level 2 (Provisional)
Job ID: 1638
Location: College of Staten Island
Full/Part Time: Full-time
Regular/Temporary: Regular

**GENERAL
DUTIES**

This is a management class of positions consisting of assignments at different levels of responsibility. Employees in this class of positions are responsible for managing and directing and information technology area in a College or the University; or managing and directing all aspects of an Information Systems technology area within the University or a College. The following are typical assignments within this class of positions.

Under General Direction:

Supervises and oversees a full range of information systems analysis functions utilizing general knowledge of and involvement with programming languages, operating systems, database management systems, data communications systems, software and software systems analysis; may instruct, direct and monitor the work of information technology professionals and technical personnel, or coordinate or direct a complex information technology task force.

Under Administrative Direction:

Plans, organizes and controls the activities of an information systems analysis section; or plans, organizes and controls the activities of a professional and technical staff engaged in the establishment and implementation of new or revised information systems; or coordinates a major University or College information technology project. Is responsible for setting standards for all data requirements for application systems; provides recommendations on the data base processing implication of new systems; provides state of the art expertise in data base management technology; assures adherence to standards ; represents Information Technology Administration objectives, interests and concerns to various levels within the Information Technology facility and to user personnel; plans and oversees the installation and maintenance of applications systems; provides expertise and support to the applications programming group; makes hardware and software acquisition recommendations; support all operating and systems software required by an information technology operation; provides recommendations on the software available for the development of new application systems; provides state of the art expertise on information technology products.

Under Executive Direction:

Manages, plans, organizes and controls the overall activities of a small to medium size information systems technology activity; or in an area having significant information technology activity may serve as principal assistant to a higher level information systems technology manager; assumes the duties of a higher level information system manager in his absence.

Under Executive Direction As the Highest Level Computer Systems Manager:

Administers manages, plans, organizes, and controls a large, complex information systems technology activity; sets policies and procedures; directs subordinates responsible for computer systems analysis, programming and computer operation; and maintains

responsibility for all major personnel, administrative and information systems technology problems.

CONTRACT TITLE

Computer Systems Manager

FLSA

Exempt

CAMPUS SPECIFIC INFORMATION

The Computer Systems Manager will serve as Scientific Computing Support Manager and participate in ad-hoc multidisciplinary teams to address expanding the use of computational methods within CUNY, participation in the development of research proposals, and participation in research activities.

Work with researchers throughout the CUNY campuses to increase their use of High Performance Computing (HPC) and visualization techniques, and to provide technical assistance to researchers in their efforts to obtain funding from external organizations. Responsible for working with businesses within New York metropolitan area to develop collaborative technical projects with faculty using HPC.

Works to develop the installed base of HPC systems, maintain third party applications, and provides technical assistance to researchers in the development of HPC applications.

MINIMUM QUALIFICATIONS

1. Six (6) years of progressively responsible full-time paid information systems technology experience, at least 18 months of which shall have been in an administrative or managerial capacity in the areas of computer applications programming, systems programming, information systems development, data telecommunications, data base administration or a closely related area.
2. Education at an accredited College or University may be substituted for the general information systems technology experience at the rate of one year of college for 6 months of experience up to a maximum of 4 years of college for 2 years of experience. In addition a Master's degree in computer science or a closely related field from an accredited college or university may be substituted for an additional year of the general information systems technology experience. However, all candidates must possess the 18 months of administrative or managerial experience described above.

PREFERRED QUALIFICATIONS

Bachelor's degree in a technical discipline in science, mathematics, or engineering and 5 years experience in managing HPC systems preferred. Ability to write Perl/bash scripts and C programs, create and verify backup scripts. Extensive knowledge of Linux, Linux-based high performance computing systems/cluster technology, parallel and network attached file systems technology, networking technology, and security systems with Linux and network (DHCP, DNS etc.) configuration and troubleshooting skills. Excellent experience in building kernels, applying patches and troubleshooting startup issues. Experience in installing software and patches from RPMs or source code. Solid knowledge of TCP/IP configuration, network topology, subnet masking, routing. Basic understanding SAN, Fiber Channel, and Infiniband. Capable of concise and focused communication with researchers, IT staff and University administrators. Excellent writing and oral communication skills.

COMPENSATION

Commensurate with education and experience.

BENEFITS

CUNY offers a comprehensive benefits package to employees and eligible dependents based on job title and classification. Employees are also offered pension and Tax-Deferred Savings Plans. Part-time employees must meet a weekly or semester work hour criteria to

be eligible for health benefits. Health benefits are also extended to retirees who meet the eligibility criteria.

HOW TO APPLY

Apply online at www.cuny.edu, select careers at CUNY and navigate to careers at CUNYfirst

CLOSING DATE

November 27, 2009 (Search extended)

EQUAL EMPLOYMENT OPPORTUNITY

The City University of New York is an Equal Opportunity Employer which complies with all applicable laws and regulations, and encourages inclusive excellence in its employment practices.