



SOUTHERN CALIFORNIA REGIONAL RAIL AUTHORITY
invites applications for the position of:

IT Systems Manager - Applications

SALARY: \$43.51 - \$67.99 Hourly
 \$3,481.08 - \$5,439.23 Biweekly
 \$90,508.00 - \$141,420.00 Annually

OPENING DATE: 02/19/16

CLOSING DATE: Continuous

SUMMARY:

METROLINK, Southern California's Commuter Rail System, is seeking an Information Technology (IT) Systems Manager to lead the Agency's Application Services. The Manager will oversee the development, building, and fielding of major IT applications using state-of-the-art technology, leveraging in-house and outsourced resources, and do so in direct collaboration with business executives and staff throughout the organization. The Manager will manage both the ongoing and new system development efforts, making use of extensive technical knowledge and expertise to foster and ensure a collaborative system environment. Furthermore, this position requires providing key hands-on technical managerial guidance and insight to ensure usage of the right technology to deliver the highest value with a focus on leveraging new and reliable technologies. In-depth leadership and oversight for the development teams will be required to ensure efficient application implementation. Reporting to the Senior Director, IT, the Manager will oversee applications that support Financials, CRM, Asset and Inventory Management, Business Intelligence, Intranet and a public website for the Agency.

The ideal candidate for the position will have a strong background in applications management, project management and implementing best practices. The ability to collaborate effectively with stakeholders from various departments and levels, think strategically, recommend solutions, and remain flexible in a fast paced, dynamic work environment are critical to success. The preferred candidate will also have high professional standards, excellent people management skills and the ability communicate effectively with others.

TO APPLY: This is a continuous recruitment with the first review of applications occurring on **Tuesday, March 22**. Interested applicants should apply immediately.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

The following duties are normal for this classification. These are not to be construed as exclusive or all- inclusive. Other duties may be required and assigned.

- Guide the development and execution of strategic and tactical plans for the support, adoption, expansion and upgrades to enterprise systems solutions.
- Determine, prioritize, budget, articulate and deliver business benefits through the adoption of improved processes and technology.
- Develop performance, cost, scope, schedule, quality and appropriate business measurements of technology solution implementations.
- Manage and execute a wide range of process activities beginning with feasibility analysis through development, test and final delivery.
- Organize and lead cross functional teams in developing and implementing project deliverables.
- Initiate, plan, control, execute and close tasks of a project to produce the required deliverables.
- Lead cross functional teams (including consulting, vendor and business resources) in developing and implementing project deliverables.
- Foster a team environment to achieve goals through coaching and performance management.

- Implement "best practice" technologies including education and knowledge transfer to internal customers in support of project objectives.
- Guide internal teams to develop standard operating and support procedures.
- Establish and implement appropriate change management controls.
- Perform other related duties as assigned.

MINIMUM REQUIREMENTS TO PERFORM ESSENTIAL JOB FUNCTIONS:

- Bachelor's degree in Computer Information Systems, Business Information Systems or a related field.
- Ten years of work experience in information technology, business systems solution implementations and support of enterprise information technology solutions. Experience should also include supporting a full ERP focusing on financials, procurement and project management, overseeing an asset and inventory management systems. Previous experience with the Oracle eBusiness Suite and Trapeze Enterprise Asset Management (EAM) are desirable.
- Five years of experience in a supervisory role, managing three or more FTEs.
- Three years of experience in at least one of the following:
 - Supporting data warehousing and business intelligence techniques and approaches using SAP Business Objects and Informatica or equivalent tools.
 - Development or management of a Customer Relationship Management solution using Salesforce.com or equivalent.
 - Managing websites for the public and internal users using SharePoint or equivalent technologies.
- A Valid Class "C" California driver's license with a satisfactory driving record of no more than 3 moving violations and no DUI's within the last 3 years is required. Selected candidate must have a satisfactory job performance record as verified by reference checks prior to employment.

The selected candidate for the position must also have a comprehensive understanding of business processes associated with finance, supply chain or related industries, demonstrated experience in managing a project life cycle implementation including business process design, documentation and execution, conversions/interfaces, testing and successful implementation and strong verbal and written communication skills.

SUPPLEMENTAL INFORMATION:

Selection Process:

Following a review of resumes and/or applications, the most highly qualified candidates will be invited to continue in the selection process. Eligible applicants will be notified of the exact time and place of assessments and interview. Candidates will be interviewed to determine their relative knowledge, skills and ability in job related areas. Offers of employment may be contingent upon successful completion of a reference check, including degree verification and criminal records check provided through SCRRRA.

Internal Candidates:

Employees with active discipline as defined in the HR Policy No. 5.3 Positive Discipline Program and/or with performance that does not meet the standard for "meets expectations" as defined in the Performance Planning and Appraisal Process may be precluded from consideration and placement in the position.

In compliance with the Americans with Disabilities Act, the SCRRRA will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer. If you believe you possess a disability that requires accommodation for the testing process, please provide notice with your application materials or call the Human Resources Division at (213) 452-0444. Proper supporting documentation may be requested by SCRRRA in order to accommodate special needs.

The SCRRRA is an Equal Opportunity Employer. EEO/ADA

IT Systems Manager - Applications Supplemental Questionnaire

* 1. Please indicate your highest level of education completed:

- ☐ High School/GED
- ☐ Associate's
- ☐ Bachelor's
- ☐ Master's
- ☐ PhD
- ☐ Other

* 2. Do you have at least ten years of work experience in information technology, business systems solution implementations and support of enterprise information technology solutions? Experience should also include supporting a full ERP focusing on financials, procurement and project management, overseeing an asset and inventory management systems.

- ☐ Yes ☐ No

3. Please indicate if you have experience with any of the following software applications:

- ☐ Oracle eBusiness Suite
- ☐ Trapeze Enterprise Asset Management (EAM)

* 4. Do you have at least five years of experience in a supervisory role managing three or more FTEs?

- ☐ Yes ☐ No

5. If yes, please indicate where you gained the experience, the number of staff supervised and their titles.

* 6. Please check the areas where you have at least three years of hands-on work experience:

- ☐ Supporting data warehousing and business intelligence techniques and approaches using SAP Business Objects and Informatica or equivalent tools
- ☐ Development or management of a Customer Relationship Management solution using Salesforce.com or equivalent
- ☐ Managing websites for the public and internal users using SharePoint or equivalent technologies

7. If you answered yes, please indicate where you gained this experience.

* Required Question