Job Title	Senior IT Professional II
Job Code	
Exempt Status	
Position Status	
EEO Classification	

Job Summary

The Senior IT Professional II, under general direction, provides technical leadership for multiple complex unit-level projects or operations utilizing multiple technical fields. Develops technical standards for implementing unit projects or operations. Serves as a chair or senior member of an information resource team responsible for setting technical standards and direction.

Essential Duties and Responsibilities

- Provides technical oversight and training for conducting research of problems and the formulation of recommended solutions for customers.

- Serves as a resource for internal and external customers.

- Assists in strategic planning for computing and communication.

- Develops budget plans for IT resources.

- Serves as a liaison to University groups or committees.

- Leads the design and development of systems software for multiple projects.

- Works independently or with vendor field engineers to resolve hardware problems.

- Plans and organizes the installation and maintenance of both critical and non-critical software and hardware.

- Ensures documentation of changes to systems software and the development of entries for a system's support database.

- Plans, organizes, and controls areas of the computing environment such as production control, disaster recovery, networking, or computer operations, and initiates purchases of hardware and software upgrades.

This document represents the major duties, responsibilities, and authorities of this job, and is not intended to be a complete list of all tasks and functions. Other duties may be assigned.

Additional Responsibilities

Minimum Requirements

Education – Bachelor's degree in applicable field or equivalent combination of education and experience.

Experience – Eight years of related experience.

Knowledge of – Knowledge of word processing and spreadsheet applications.

Ability to – Ability to multitask and work cooperatively with others. Excellent written communication, analytical, interpersonal, and organizational skills.

Licensing / Professional Certification – None.

Physical Requirements – None.

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Supervision of Others

This position generally supervises employees.

Other Requirements