



JOB DESCRIPTION

Technical Implementation Manager

DIVISION: Office of Performance & Information Technology (PIT)	GRADE: IT4
DEPARTMENT: Enterprise Applications & Project Management	WORK DAYS: Annual
REPORTS TO: Director (IT Enterprise Application)	FLSA STATUS: Exempt
CLASSIFICATION: At-Will	DATE: 3/30/2021

Our Mission: Through a caring culture of equity, trust, and collaboration, every student will graduate ready for college, career, and life.

Our Vision: A high-performing school district where students love to learn, educators inspire, families engage, and the community trusts the system.

Our Guiding Principles: **Equity** in our approach to decision making, **Ethics** to demonstrate our integrity, **Engagement** with our school community, and **Excellence** in everything we do.

POSITION SUMMARY

The Technical Implementation Manager (TIM) is responsible for the technical solution development and design of new or upgraded systems, software and hardware. Provides technical advisement to deliver efficient and effective solutions, alternatives and options to meet customer needs and enterprise software best practices. The incumbent works with the Enterprise Architect to develop or evolve technical and architecture standards. The TIM applies significant knowledge of industry trends, architecture, best practices and developments. The incumbent understands complex databases concepts, various programming languages, client /server architectures, cloud architectures and browser/client specific compatibility issues. The TIM will identify gaps between current and target architecture and provide transition solutions to meet target goals. The incumbent will provide technical implementation oversight to developers and system administrators on the Enterprise Application team through technical strategy development meetings and code reviews. The incumbent will drive system integrations strategy both internal and external to the Enterprise Application portfolio. The incumbent will ensure minimal duplication in functionality across the application portfolio. The incumbent will evaluate risks and incorporate into decision making. The TIM will exhibit a passion for technology and drive to learn about emerging technologies.

MINIMUM REQUIREMENTS

EDUCATION:

- Bachelor's degree in Information Technology, Computer Science, Engineering, or related discipline required.

CERTIFICATION/LICENSE:

- N/A

WORK EXPERIENCE:

- 5 years of experience in IT with at least 2 years managing technical resources required.



- Demonstrated experience leading or driving Enterprise Resource Planning (ERP) system implementations required.
- Expertise with Infor Lawson S3 and/or Global Hum

KNOWLEDGE, SKILLS & ABILITIES

- Excellent time management, organizational, and prioritization skills and ability to balance multiple priorities.
- Must be able to collaborate effectively with district personnel, the general public and work with diverse groups of people.
- Ability to relate to a wide variety of people and to observe, listen, motivate and provide leadership.
- Ability to effectively lead, organize and direct the work of others.
- Strong decision-making ability and resource management skills.
- Strong analytical and problem-solving skills.
- Problem solving ability and Root Cause analysis skills.
- Active listening with written and oral Communication skills.
- Common understanding of the SDLC model.
- Common understanding of Business Process Modeling.
- Interpersonal and relationship-building skills.
- Mental agility and flexible to change.
- Ability to be flexible and adapt as needed between in-person environments.

ESSENTIAL DUTIES

- Conducts technical assessments of current state and provides recommendations for future state including next steps.
- Works with technical vendor resources to create a technical strategy that meets APS needs.
- Conducts technical solution brainstorming sessions with the Enterprise Application team and develops technical design solutions for complex application systems to include integrations.
- Develops technical standards for the Enterprise Applications department and drives implementation of technical solutions as the technical subject matter expert (SME).
- Conducts code reviews and solution reviews with APS team and vendors as needed to ensure solutions are documented and knowledge transfer plan is executed.
- Drives the team to innovate where possible. Research emerging technologies, processes and trends.
- Develops technical standards for the Enterprise Applications department.
- Provides consistent status reports to the Director, Enterprise Business Applications.
- Required to have prompt, regular attendance in-person and be available to work on-site, in-person during regular business hours and as needed.
- Performs other duties as assigned by an appropriate administrator or their representative.

PHYSICAL ABILITIES AND WORKING CONDITIONS

The physical abilities, working conditions and other conditions of employment listed in this document are representative of, but are not intended to provide an exhaustive list of the requirements for positions in this classification. In the event of an emergency or situation requiring guidance from Federal, State, or local or school district authorities, the requirements of this position may change temporarily or for the school year to best serve the needs of our students.

Vision: Ability to read small print and view a computer screen for prolonged periods.



Hearing: Ability to tolerate exposure to noisy conditions.

Speech: Ability to be understood in face-to-face communications, to speak with a level of proficiency and volume to be understood over a telephone or computer.

Upper Body Mobility: Ability to use hands to grasp, and manipulate small objects; manipulate fingers, twist and bend at wrist and elbow; extend arms to reach outward and upward; use hands and arms to lift objects; turn, raise, and lower head.

Strength: Ability to lift, push, pull and/or carry objects which weigh as much as 5 or more pounds on a frequent basis. Incumbent may be required to physically restrain parties involved in a conflict.

Environmental Requirements: Ability to encounter constant work interruptions; work cooperatively with others; work independently; work indoors.

Mental Requirements: Ability to read, write, understand, interpret and apply information at a moderately complex level essential for successful job performance; math skills at a high school proficiency level; judgement and the ability to process information quickly; learn quickly and follow verbal procedures and standards; give verbal instruction; rank tasks in order of importance; copy, compare, compile and coordinate information and records. Understand how to manage stress.

Remote Work Requirements:

Additional Work Conditions & Physical Abilities: Ability to be flexible and adapt as needed between various in-person working environments.

The Atlanta Public School System does not discriminate on the basis of race, color, religion, sex, citizenship, ethnic or national origin, age, disability, medical status, military status, veteran status, marital status, sexual orientation, gender identity or expression, genetic information, ancestry, or any legally protected status in any of its employment practices, educational programs, services or activities. Reasonable accommodations may be made to enable individuals with disabilities to perform essential duties.

This job description is intended to accurately reflect the duties, responsibilities and requirements of the position. It is not intended to be and should not be construed as an all-inclusive list of all the responsibilities, skills, or working conditions associated with the position. Management and administration reserves the right to modify, add, or remove duties and assign other duties as necessary.