



DIRECTOR, TECHNOLOGY (AI or ASI)

Department: Technology

Location: Montreal, QC, Canada or Orlando, FL, USA

Status: Full-time

Date Posted: 02/19/2020

Are you interested in joining an organization that:

- Has over 30 years of experience providing innovative software simulation solutions in the Air Traffic Management (ATM) and Air Traffic Control (ATC) fields?
- Provides products and services to governments, colleges and universities, and defense and civilian ATC agencies worldwide?
- Offers a pay-for-performance compensation structure, tuition reimbursement, and access to various professional development opportunities?
- Has work/life balance programs in place and offers a holistic benefits package that is fully customizable based on your specific needs?

If this sounds interesting to you, continue reading about our job vacancy below.

The **Director, Technology** provides the necessary leadership to define, recommend, execute, upgrade and support all capacities related to the Technology and Information Technology (IT) management of the organization, in all locations. S/he is responsible for developing the Technology vision and ensuring the smooth and effective running of the extended IT infrastructure and allied facilities of the company. S/he works closely with members of his/her team and members of the Management Committee to deliver the expected strategic benefits to the organization. S/he will focus on providing a positive work environment which encourages everyday excellence. As a member of the Management Committee, the Director, Technology provides the leadership to achieve the organization's mission, strategy and its yearly goals and objectives, within the corporate philosophy and values.

Duties and Responsibilities:

- Provides the leadership necessary to achieve Adacel's mission, strategy, goals and objectives that are aligned with the corporate philosophy and values.
- Assists with the development and execution of Adacel's Strategic Plan.
- Promotes, personifies and contributes to improving the corporate values and mission.
- Acts as a role model for innovation, teamwork and problem solving.
- Collaborates with other departments for the successful planning and execution of the company's commitments.
- Develops and maintains a sense of purpose for what is performed, setting objectives and goals for the department.
- Exercises authority, delegates, empowers and inspires so that his/her focus is maintained on strategic operations.
- Enhances the department's and Adacel's reputation with increased accountability of all teams.
- Represents the company internally and externally.

The duties, responsibilities, and qualifications noted in this job posting were derived from Adacel's Director, Technology job description dated July 1, 2017.

- Assures the organization and its mission, programs, products, and services are consistently presented in a strong, positive image to relevant stakeholders, resulting in direct or indirect sales of services and products.
- Defines and monitors Key Performance Indicators (KPI's), steering the department to provide outstanding services and products to the rest of the company and its customers.
- Designs, implements, manages, evaluates, monitors efficiency and effectiveness, and continuously improves processes and procedures, in accordance with the standards and procedures set out by the organization.
- Monitors, reports and manages deviations from intended achievements in a timely manner so that it reduces negative effects across the company.
- Effectively leads the human potential of the department in all locations in compliance with authorized personnel policies and procedures by:
 - Hiring, mentoring, advising and promoting employees, assigning and evaluating work, addressing performance concerns and disciplinary matters, and reviewing compensation.
 - Managing and developing direct reporting staff.
 - Developing career path strategies within the department.
 - Formalizing the department organizational structure, in a manner that efficiently and effectively supports the company's strategy and objectives.
 - Delegating responsibilities to top performers for their continued growth.
 - Balancing employee direct and overhead charging to ensure employees realize the appropriate mix of current and future financial performance.
 - Overseeing the development of internal training plans and procedures that close the gap between business needs and current skill mix.
- Devises Adacel's overall IT framework.
- Oversees all IT procedures, practices, procurement strategies and the setting up and maintenance of the IT infrastructure (this includes telecommunication systems and networks, internet connectivity links and networks, computers, hardware, software systems, applications and data centers).
- Reviews the performance of IT systems to determine operating costs, productivity levels, and upgrade requirements.
- Discusses key issues with members of the Management Committee and emphasizes the need for timely IT investments and rollout of specific IT projects and initiatives.
- Aligns IT enabling capabilities with Adacel's objectives and long-term corporate strategies.
- Delivers IT and allied IT services to the organization.
- Confers with Managers, Directors and VP's to gauge specific IT requirements such as desktops, laptops, smart phones, hand-held communication devices, computer peripherals and networking equipment needs.
- Plans for investment in these IT assets with the Chief Financial Officer and ensures optimal running of IT systems for all employees.
- Manages the security of the network, systems and enterprise information.
- Leads an internal IT team who is responsible for managing and maintaining day-to-day operations of the IT infrastructure.
- Negotiates and approves the terms of the IT Consultants' agreements and contracts.
- Directs and oversees the work performed by the IT Consultants.
- Liaises and engages with IT vendors, suppliers, and outsourcing partners to purchase IT assets.
- Drafts contracts and Service Level Agreements (SLA) with various vendors for telecommunication and internet links, data center and IT hub management and other IT optimization requirements.

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- Showcases sound negotiation skills to leverage organizational purchasing power and to get the best possible deals for hardware and systems procurement.
- Remains abreast of development and innovation in the areas of project, program and portfolio management, opportunity management, and any field of interest related to company strategy.
- Ensures that the organization is flexible enough to adapt and adhere to changing industry needs and federal government compliances and regulations by keeping abreast of all the latest industry happenings, IT best practices and evolution of technologies and standards by attending select technology conferences, round tables and symposiums.
- Cultivates and maintains relationships with key industry lobbies and associations, government regulators and other important external stakeholders.
- Oversees software builds and releases, and the design and development of builds, scripts, installation procedures, and systems including source code control and issue tracking.
- Recommends the annual budget to the Chief Financial Officer for approval, and prudently manages the department's resources within those budget guidelines per current laws and regulations, resulting in appropriate margins.
- Implements change in an effective and sustainable manner.
- Authors and distributes key information, and monthly reports.
- Performs other duties as assigned by Supervisor.

Required Qualifications:

- Bachelor's degree in Information Technology or a related field, or equivalent experience.
- Previous experience in a formal leadership role within an IT environment.
- Previous experience managing corporate risk for an Information Technology division.
- Previous experience managing networked corporate databases.
- Previous IT project management delivery experience.
- Prior experience leading change management activities and managing impact across the business.
- Successful experience with leading people towards contributing to a vision.
- Familiarity with IT hardware and software in multiple user environments.
- Ability to analyze various procurement products and determine the best option(s).
- Ability to develop and manage departmental budgets up to 2,000,000\$ (\$2,000,000 US).
- Experience working within ISO and CMMI level 3 processes and procedures.
- Excellent written and verbal communication skills.
- Knowledge of Microsoft Office products such as Word, Excel, PowerPoint, and Outlook.
- Ability to effectively present to large groups.
- Excellent leadership skills.

Desired Qualifications:

- 10 years of increasing direct management responsibility within an IT environment.
- 3 years of experience managing corporate risk for an Information Technology division.
- 5 years of IT project management delivery experience.
- Knowledge of domain-specific topics (such as software development, system integration, ATM, simulation, speech recognition).
- Bilingual in French and English.

How to Apply:

- You may apply by sending a copy of your resume to careers@adacel.com.

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