



Position Title: IT Manager
Location: Windsor
Reports To: VP Information Technology
Exempt Position

Purpose:

Candidate must have functional knowledge across a broad range of division communications and technological infrastructure. Must have competent skills in database systems, project management, system development life cycle methodology, and a high degree of initiative and personal creativity. Ideal candidate will have leadership skills with management and possesses good communication skills. The position reports directly to the VP of Information Technology in the U.S.

Responsibilities:

- Direct all IT operations for our facility in Windsor, ON.
- Oversee database administrator and programmer for business system.
- Manage day-to-day communications and technology infrastructure including (not limited to) telephone, wide area networks, server farm etc., to assure consistent and reliable availability.
- Use Lean principles and continuous improvement practices in day to day operations. Make recommendation for improvements within Canadian facilities and share those improvements with the other enterprise sites.
- Prepare divisional IT budgets for expense and capital acquisitions, screening IT solution procurement requests from other departments etc.
- Develop management required IT information reports.
- Development of maintenance of disaster recovery strategic plans.
- Identify, create and maintain synergies with other Northstar sites operations, technologies, processes etc. Includes working closely with IT Managers from other Northstar sites.

Selection Criteria

Qualifications:

- Degree in Information Technology or equivalent experience
- Demonstrated leadership and supervisory skills
- 3-5 years of IT management
- Experience with strategic solutions and process improvements

Preferred Qualifications:

- Symix or CloudSuite Industrial (CSI) experience