Position Summary:
Deputy Chief Information Officer, Information Technology
In support of the Chief Information Officer (CIO), the deputy CIO will provide leadership and guidance in critical areas of technology administration at the department, including budgeting, resource development and allocation, policy formation, technology evaluation, and service development, delivery, and deployment. Provide assistance to the CIO in managing business operations to improve cost effectiveness, service quality, and IT operational effectiveness. Analyzes technology trends and advancement in areas of specialization and plans for the long-term direction of the IT organization. Acts on behalf of the CIO as assigned by the CIO or in the absence of the CIO as the principal IT officer on executive decisions.

Pay Range:
$80,000 – $85,600

Organization Background:
The Florida Department of Management Services (DMS) is a customer-oriented agency responsible for managing the various business and workforce-related functions of state government. Under the direction of Governor Ron DeSantis and DMS’ Executive Leadership Team, the agency oversees the real estate, procurement, human resources, group insurance, retirement, technology, private prisons, fleet, and federal property assistance programs utilized throughout Florida’s state government. DMS is relied upon to establish, maintain and improve the business processes used by state employees to create a better, not bigger government. DMS facilitates the delivery of these programs and services and provides tools and training to bolster the efficiency and effectiveness of the state’s workforce. It is against this backdrop that DMS strives to demonstrate its motto, “We serve those who serve Florida.” Under the leadership of DMS Secretary Jonathan Satter, DMS’ employees embody four pillars on a daily basis: lead by example, serve with excellence, create efficiencies, and challenge the status quo. Learn more about the business and workforce arm of Florida government here: http://www.dms.myflorida.com/.

Location:
With its canopied roads shaded by moss-draped oaks, temperate climate and award-winning state park system, Tallahassee is truly a gem within Florida – a state that has created more than 1.3 million private sector jobs since 2010 and offers its workers an excellent quality of life with no state income tax. Tallahassee is home to two major universities, a community college, the epicenter of state government, hundreds of industry association headquarters and multiple private sector interests. It is in close proximity to the crystal clear-waters of Gulf Coast beaches and natural springs, the old-Florida charm of St. George Island, the Nature Coast, and the hospitality of several quaint South Georgia towns. Explore upcoming events and activities in Tallahassee: www.visittallahassee.com.
Position Responsibilities:

Specific responsibilities of the deputy CIO include, but are not limited to, the following:

• Provide oversight of the application development, desktop support, and project execution teams.
• Act as a liaison to the divisions within DMS, understanding their IT needs and building road maps for creating greater efficiency and automation.
• Supervise management teams responsible for support services and application development.
• Assist with governance oversight, IT policy development, project and catalogue management, and service delivery management.
• Oversee major IT projects and contracts managed within the CIO Office.
• Represent DMS with external stakeholders.
• Assist with the development of the budget and spend plan for IT operations.
• Oversee the operation and support of MyFlorida.com, the official web portal for the State of Florida.
• Negotiate and prepare statements of work for staff augmentation or systems implementation services
• as needed.
• Lead the development and implementation of best practices and standards in process, design, architecture, and operations of all aspects of service-oriented information technology delivery.
• Establish policies and procedures to ensure effective vendor management.
• Act on behalf of the CIO as needed.
• Coordinate operational security issues with the DMS Information Security Manager.
• Assist with other IT-related matters as directed by the CIO.

Candidate Profile Experience:

The deputy CIO should possess the following qualifications:

• Five years of experience managing information technology resources.
• A minimum of 10 years of progressive work experience in information technology.
• Knowledge of current trends and developments in information technology.
• Knowledge of the principles and practices of public administration and management.
• Knowledge of financial/business analysis techniques.
• Skill in organizing resources and establishing priorities.
• Strategic planning and advanced leadership skills.
• Strong interpersonal communication skills.
• Ability to develop and evaluate proposals for information technology systems and services.
• Skill in managing large IT projects.
• Skill in organizing resources and establishing priorities.

Education:

A bachelor’s degree in management information systems, computer science, engineering, or a similar discipline is required. Equivalent professional experience may substitute on a year-for-year basis. Completion of an advanced degree from an accredited college or university, preferably in the field of information systems, computer science, engineering, or a related field, is desired.
❖ Reporting Relationships:
The deputy CIO reports directly to the Chief Information Officer, who reports to the Chief of Staff of the department.

❖ Recruiting Contact:
Karen Beard
Recruiter
Florida Department of Management Services
Telephone: 850-487-1502
Email: Karen.Beard@dms.myflorida.com

The State of Florida is an Equal Opportunity Employer/Affirmative Action Employer and does not tolerate discrimination or violence in the workplace. DMS is committed to successfully recruiting and onboarding talented and skilled individuals into its workforce. We recognize the extensive training, experience and transferrable skills that veterans and individuals with disabilities bring to the workforce. Veterans and individuals with disabilities are encouraged to contact our recruiter for guidance and answers to questions through the following provided email addresses.

DMS.Ability@dms.myflorida.com

DMS.Veterans@dms.myflorida.com

An individual with a disability is qualified if he or she satisfies the skills, experience, and other job related requirements for a position and can perform the essential functions of the position with or without reasonable accommodation. Candidates requiring a reasonable accommodation, as defined by the Americans with Disabilities Act, must contact the DMS Human Resources (HR) Office at (850) 488-2707. DMS requests applicants notify HR in advance to allow sufficient time to provide the accommodation. The State of Florida supports a drug-free workplace. All employees are subject to reasonable suspicion drug testing in accordance with section 112.0455, Florida Statutes, Drug-Free Workplace Act.

The State of Florida and the Department of Management Services participate in E-Verify. This federal law requires all employers to verify the identity and employment eligibility of all persons hired to work in the United States. Successful completion of background screening will be required for this position.