Information Technology Job Function

IT Infrastructure Professional VI
Grade: 60
Job Code: I0960P
Job Family: Infrastructure
Job Family Matrix: Infrastructure Matrix

Summary
Define and direct strategy for major and highly complex projects; typically work as part of a team to deliver complex business solutions. Role may focus on one or more technical areas. Manage a number of projects simultaneously.

Core Duties
• Participate fully in the build, configuration and documentation of IT infrastructure
• Define technical direction ensuring stability, reliability and integration
• Direct and oversee development of robust and secure IT solutions
• Lead long term strategic planning and actively contribute to enterprise wide initiatives
• Establish and maintain internal/external stakeholder relationships
• Develop, define and implement guidelines and standards
• Abide by and follow the Harvard University IT technical standards, policies and Code of Conduct

Basic Qualifications
• Minimum of seven years’ post-secondary education and/or relevant work experience

Additional Qualifications and Skills
• Minimum three years’ additional post-secondary education and/or relevant work experience
• Knowledge of IT infrastructure systems within an enterprise environment
• Highly specialized knowledge of a specific technology
• Demonstrated team performance skills, service mindset approach, and the ability to act as a trusted advisor

Certificates and Licenses
• Completion of Harvard IT Academy specified foundational courses (or external equivalent) preferred

Physical Requirements

Working Conditions
• Occasionally required to work outside of normal business hours, and may be called during off hours