

## Information Technology Job Function

### IT RC System Mgt VI

Grade: 60

Job Code: I1060M

Job Family: IT Research Computing

Job Family Matrix: [IT Research Computing](#)

#### Summary

Make strategic decisions regarding the deployment of and investments in RC solutions to keep up with the pace of complex research problems. Set strategy for monitoring and maintaining the integrity of RC systems. Participate in cross-functional management teams and projects alongside research programs. Engage and collaborate with IT and research leadership across the institution.

#### Typical Core Duties

- Responsible for effective staff management, including hiring and orientation, training and development, workflow and performance management, and the promotion of an inclusive and innovative work environment
  - Make strategic decisions regarding deployment of RC solutions
  - Set strategy for monitoring and maintaining the health and integrity of RC systems including upgrading and patching
  - Manage multiple team resources, time and projects
  - Set the budget for the maintenance and operational costs and future RC investments
  - Manage the relationship with key IT (e.g. network and security) and Data Center partners to enable RC systems deployments in a timely manner
  - Build and maintain relationships with external technology vendors and act as liaison to technology providers for researchers
  - Maintain relationship with internal purchasing, finance, shipping & receiving
  - Review process and procedure for systems management for systems that must meet regulated data compliant standards
  - Promote trainings in broad area of RC systems engineering to enhance team skills
- Abide by and follow the Harvard University IT technical standards, policies and Code of Conduct

#### Basic Qualifications

- Minimum of eleven years' post-secondary education or relevant work experience
- Minimum of two years of mentoring or project management

#### Additional Qualifications and Skills

- Broad knowledge of the deployment and management of RC systems (e.g. storage, cluster computing, network, database, virtualized systems)
- Demonstrated team performance skills, service mindset approach, and the ability to act as a trusted advisor
- Extensive knowledge in a specific technology
- Ability to lead the development of a specific technology

#### 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 contacted during off hours