



**JOB TITLE: Sr. Director of IT**

**LOCATION:** Corporate- Orlando, FL

**Posted:** November, 2007

**SUMMARY:**

Senior Director of IT is responsible for all aspects of The Client's Information Technology, including strategic planning, budgeting, purchasing, staffing, vendor management, contract management, security and compliance, and operational support of systems deployed worldwide. In addition, this position communicates our IT strategy to both our franchise and hotel partners.

**RESPONSIBILITIES:**

Specifically, the Sr. Director if IT is involved with all matters, including the management of all systems related to:

- Infrastructure, Networking, Web Site Administration, Project Management, Application Development, Telecommunications, ERP Systems, Point of Sale, Retail Inventory and Planning, Food and Beverage Management, Sales and Catering, Audio/Visual (franchise and company owned cafes, hotels and casinos), CRM, Franchise Data Polling, Corporate Intranet/Extranet, Hotel Systems including Central Reservation System (CRS), Data Warehouse, Business Intelligence

In addition, this role is responsible for the ongoing development of The Client's Business Continuity and The Client's Information Technology Disaster Recovery plans, ensuring compliance with required legislation (credit card) as well as developing security policies that meet and/or exceed the general computer control requirements during of the annual external audit reviews.

Senior Director of IT provides oversight on all IT projects and is the IT project manager on certain key initiatives. Significant key initiatives that are currently underway that are managed by the Senior Director of IT include:

- Hotel Central Reservation System
- Point of Sale upgrade (more than just oversight due to size of project)
- E-learning initiative

**REQUIREMENTS:**

The individual should have had direct experience and oversight of the follow systems and infrastructure:

**Corporate Systems:** This group is responsible but not limited to the development, administration, training and support of the following areas365/24/7:

- Lawson ERP (Financials/Payroll/HRIS/Procurement), Unix and Oracle Administration, Extranet/Intranet portal and business application within, Delphi Sales and Catering, Oracle data warehousing, Micro Strategy business intelligence tool, Maple Lake merchandise planning, 3rd Party Logistics Integration, Sales tax and cash reconciliation applications

Corporate systems group works closely with Sr. Director of IT to provide typical project management office (PMO) services for the organization for both IT and non-IT initiatives.

**IT Infrastructure:** This group is responsible for but not limited to the ongoing support and administration of the following systems and support areas 365/24/7:

- Data Center Infrastructures, Server Administration, Security, Back-up and recovery, Email, Telecom, Audio Visual (franchise and company owned cafes, hotels and casinos), Help Desk, Disaster recovery, PC Desktop, Network Administration.

**Store Systems:** This group is responsible but not limited to the development, administration, training and support of the following areas 365/24/7:

- Micros Symphony and 9700 Point of Sale systems, SQL Retail Inventory, CBORD Inventory, RGIS 3rd Party Inventory Integration, Credit Card Processing, Franchise Polling

**Hotel:** This function is responsible but not limited to the development, administration, training and support of the following areas 365/24/7:

- Central Reservation System (CRS) including the online booking engine

This newly established role works closely with Sr. Director of IT and business partners to execute the defined Hotel IT Strategy.

**SALARY:**

\$150K - \$200K base salary, 60% bonus

**Consultant: David Ulrich**

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