

Data Manager

The City of Baltimore Mayor's Office of Information Technology is seeking a highly qualified, results-oriented professional to serve as the Data Manager.

The Data Manager:

- Supervise a team of database administrators, data analysts, data SMEs; business stakeholders and developers;
- Create data strategy and infrastructure for MOIT's and the City of Baltimore's data assets, including format, security, ownership, quality, etc.;
- Defines and implements an enterprise data governance program;
- Ensures metadata repository is built or purchased and managed;
- Manage projects that involve developing cross-functional data integration (DW/BI projects, reference and MDM projects, customer-specific projects (CRM and CDI), and document, content management);
- Create and manage standard data operating procedures, data accountability policies, data quality standards, data privacy and ethical policies;
- Recommendations strategic enhancements for the use of data and predictive analytics across City agencies/offices;
- Create and manage an open data policy that will promote transparency across City agencies/offices;
- Assist in the collection and cleansing of data from disparate legacy systems;
- Continuous improvement of the timeliness and accuracy of City data; making recommendations to modernize legacy systems while assuring new solutions that provide timely, useful and clean data;
- Other duties as assigned.

Desirable Knowledges, Skills and Abilities

- Extensive knowledge of various government privacy, security and associated laws, rules and regulations including all applicable standards;
- Extensive knowledge of the various sources and resources for information at the federal, state and local level in the privacy and security areas;
- Extensive knowledge of the Internet, intranet and extranet technologies, topologies and applications;
- Extensive knowledge of automated employee record systems with various protocols relative to privacy and confidentiality of information;
- Extensive knowledge of risk (analysis, identification, mitigation, security systems and protocols);
- Demonstrated ability to work with senior management in developing appropriate management information in a supporting role;
- Demonstrated political savviness to influence personnel in both a matrix organization, as well as line management authority;

- Demonstrated ability to clearly, knowledgeably and diplomatically deal with the public, press, elected/appointed officials, senior members of boards (federal, state and local levels);
- Demonstrated ability to work in a fast paced environment, meeting deadlines with a sense of urgency with a focus on details and accuracy as an independent thinker;
- Demonstrated ability to lead and think strategically.

Any equivalent combination of education and experience that provides the applicant with the knowledge, skills, and ability required to successfully perform the job will be considered. A typical way to obtain the knowledge and abilities would be:

- Bachelor's degree in finance, business administration, Computer Science, Cybersecurity, or Mathematics/Statistics;
- Minimum of 10 years of hands-on experience in data governance, business architectures, quality engineering and/or data asset management;
- Demonstrated ability to work with large amounts of data, from both homogeneous and heterogeneous data sources;
- Solid understanding of both Relational and Multi-Dimensional database concepts;
- Solid knowledge of Data Warehousing concepts;
- Solid back ground in Data Integration, ETL, Data Analysis and Reporting using tools such as SSIS, SSAS and SSRS or similar technologies;

Salary commensurate on education and experience. Interested candidates should submit a cover letter and resume, which specifically addresses the applicant's experience to:

Human Resources
Mayor's Office of Information Technology
401 E. Fayette Street
3rd Floor
Baltimore, Maryland 21202
moitresumes@baltimorecity.gov

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