



United Way of Central and  
Northeastern Connecticut

## **About Us**

United Way of Central and Northeastern Connecticut is one of more than 1,100 autonomous United Ways in our nation and nearly 1,800 community-based United Ways in 45 countries and territories. We have the unique ability, vision and resources to bring together diverse stakeholders around a community vision of creating positive change to achieve long-lasting results for children and families.

## **Our Mission**

To engage and bring together people and resources committed to the well-being of children and families in our community.

## **Our Vision**

A community where opportunities are available for every child to succeed in school and for every family to achieve financial security.

## **Our Values**

In pursuing our mission, the following principles guide our relationships with stakeholders, including our donors, volunteers, partners, employees and the communities we serve: a belief that respect, equity, diversity and inclusiveness make us stronger; engaging others with professionalism and quality support; seeking creative and sustainable solutions to pressing social challenges; maintaining the highest standards of personal and organizational honesty in order to ensure stewardship of donors' dollars; being proactive and responsive through consistent communication; and, delivery of high-quality services and effective measurement of results to ensure efficiency and innovation.

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## **Join Our Team! Career Opportunity**

As the **IT Manager** you will be responsible for assisting in the installation and maintenance of computer systems and networks aiming for the highest functionality. The IT Manager will be experienced in Microsoft SSIS, Salesforce and troubleshooting abilities. This individual will train the users of the systems to make appropriate and safe usage of the IT infrastructure. The goal of this position is to build and maintain updated and efficient computer systems and networks to optimize the role of technology on business sustainability.

### ***What you'll do:***

- Work with Chief Operating Officer to design, implement and execute enterprise wide technology strategy, training regimen and cadence.
- Expertise in data analytics and reporting.
- Provide interdepartmental support by evaluating complex business needs, troubleshooting and developing sustainable, repeatable solutions.
- Play a pivotal role in the processing and importing of large electronic files, using Microsoft SSIS tools.

- Provide support and expertise across the organization with all software & systems, developing and maintaining a variety of eGiving tools and technology.
- Ensure all application upgrades are implemented timely.
- Develop supporting documentation for all internally developed software.
- Function as the liaison to external vendors to meet organizational needs.
- Perform other duties as required.

**About you:**

- Bachelor's degree in information technology required.
- Minimum of three years related experience required.
- Experienced with Windows Server platforms, Exchange Server, Microsoft Office 365 and Salesforce.
- Extensive experience in MS SQL Server 2016, SSIS, SSAS and SSRS required.
- Experience with Microsoft Dynamics 365.
- Experience with Visual Studio 2017 (C#, Visual Basic, and Java).
- Experience in managing legacy systems conversions a plus.
- Proficiency in .NET 4.X.
- Ability to support basic hardware support needs required.
- Emotionally intelligent, with a curious, can do attitude.
- Responsive, highly productive professional who can multitask to completion.
- Excellent verbal and written communication skills, organization, problem-solving and fact-finding skills.
- Analytical and interpersonal skills are critical as this position must work closely with all areas of the organization.
  - Ability to perform job with integrity, mission, vision and values consistent with United Way of Central and Northeastern Connecticut.
  - Ability to relate well with people from diverse groups.
  - Holds self and other team members accountable for achieving results.
  - Driver's license and valid transportation required.

**How to Apply:**

Qualified applicants should submit a resume and a cover letter describing 1) their qualifications and experiences 2) salary requirements, and 3) how they learned about the position to:

United Way of Central and Northeastern CT  
 Human Resources  
 30 Laurel Street  
 Hartford, CT 06106  
 Email: [positions@unitedwayinc.org](mailto:positions@unitedwayinc.org) No phone calls please.

United Way of Central and Northeastern Connecticut is an equal opportunity employer M / F / D / V.