

# KEILHAUER

## DIRECTOR OF INFORMATION TECHNOLOGY

### WHO IS KEILHAUER?

Founded in 1981, Keilhauer is a privately owned, design-focused contract furniture manufacturer. Working with world-renowned furniture designers, Keilhauer is internationally recognized for award-winning design, built with extreme craftsmanship, to the highest environmental standards. At Keilhauer, we believe that because we all share this planet, it is essential that we do our part protecting it. Our comprehensive sustainability program, *Planet Keilhauer*, driven by our goal of closed-loop manufacturing, is an approach to production in which there is no waste and materials are cycled back into the system, minimizing environmental impact.

### SUMMARY

Leading the Information Technology team, the Director of Information Technology ensures the planning, development and implementation of efficient and productive systems to manage the current technology needs of the organization (Keilhauer and affiliated business units), in addition to providing insight and thought leadership to deliver the organization's future technology needs.

This individual will oversee all IT functions, with skills in sound enterprise architecture framework strategy and development, coupled with an ability to drive implementation throughout the organization, manage facility and security requirements while maintaining a responsible operational budget.

The Director of Information Technology is a leadership opportunity for a highly motivated and experienced leader with a can-do attitude, technical problem-solving skills and thrives working in a collaborative environment. This crucial role is best suited to a seasoned IT management professional with a proven track record in delivering effective results. As an integral member of the Operational Leadership Team (OLT), the Director of IT provide assistance and leadership furthering Keilhauer's mission of making work comfortable for all.

### QUALIFICATIONS

- 15 years' progressive experience in Information Technology, including 5 years' direct experience leading a team as a Senior IT Manager in a fast-paced environment, manufacturing industry experience an asset
- Completion of a University Degree in Computer Science, Engineering or Technology-related field
- Extensive experience with managing and upgrading workstation and server hardware and software
- Advanced knowledge of Microsoft SQL, Crystal Reports, Windows, Hyper-V, SCVMM, HTML, ASP, XML, IIS, AD, DNS, DHCP, WINS, Microsoft Exchange, Terminal Server, Office 365, Microsoft Project, Cisco switches, routers, firewalls, VPN
- Extensive experience with ERP systems, SyteLine considered an asset
- Experience with Microsoft operating systems and network technologies
- Working knowledge of Linux, MAC OS, Thin Clients, Mobile OSes, Adobe Suite
- Working knowledge of VoIP phone systems, Product Lifecycle Management systems and Network Management software.
- Certifications Considered an Asset:
  - Microsoft Certified Solutions Expert (MCSE)
  - Certification in Project Management (PMP)
  - ITIL
  - Certified Information Systems Security Manager (CISSP)
- A valid driver's license, valid insurance and access to a vehicle is a requirement, as there is a need to provide support to staff at all facilities

- A valid passport is required, as there may be out-of-country travel requirements.

### **DOES THIS ROLE SOUND LIKE A FIT?**

Keilhauer is an equal opportunity employer. We celebrate diversity and are committed to creating an inclusive, respectful environment for all employees. Keilhauer has mandated a COVID-19 vaccination policy in place. We are committed to providing reasonable accommodation to employees who are unable to vaccinate for medical reasons.

If this role is for you, please send your resume to [careers@keilhauer.com](mailto:careers@keilhauer.com) and tell us why you would be a great addition to our team! Please note that only those selected for further consideration will be contacted.