

## **POSITION DESCRIPTION –DIRECTOR, INFORMATION TECHNOLOGY**

### **1. SUMMARY/OBJECTIVE**

The Information Technology Director is responsible for the successful operation of the IT department, managing all aspects of the site's computer and telecommunications systems inclusive of servers, personal computers, and their respective networks, hardware, and software as well as enforcement of Corporate Standards and Security Policies.

### **2. SPECIFIC DUTIES AND RESPONSIBILITIES**

- A. Develop, manage and monitor the IT Department budget.
- B. Collaborate with other departments and Corporate Information Services to develop, plan, and implement technology initiatives and ongoing operations.
- C. Maintain the integrity of casino operational computer and telecommunication systems.
- D. Maintain proper documentation of all systems, processes and Standard Operating Procedures.
- E. Manage and maintain access codes and other data-related security controls used to ensure authorized access to computers and the system-wide reliability of data.
- F. Manage system configurations and audit processes, to comply with Company standards and policies as well as all local, state and federal laws and regulations
- G. Responsible for computer tapes, disks, electronic or other physical storage media containing data relevant to gaming facility operations.
- H. Responsible for computer hardware, software and networking equipment used in the conduct of gaming facility operations.
- I. Delegate authority and assign responsibilities to Property IT staff.
- J. Responsible for training and professional development of the local IT staff
- K. Review all departmental activity with Regional Senior Director of Property IT and Senior Director of Finance.
- L. Meets with departmental managers and directors as necessary.
- M. Other duties as assigned.

### **4. EDUCATION, TRAINING, AND EXPERIENCE**

- A. A Bachelor's degree in a computer or technology-related field or equivalent work experience with technical certifications, plus seven to ten years of experience in Information Technology management is preferred. Gaming experience is strongly preferred.
- N. Advanced knowledge of computer hardware/software, networks, software, and computer operations.
- O. Demonstrated experience in project management and problem resolution.
- P. Must be able to obtain and maintain a Florida gaming license.