

May 9, 2017

**Position: Regional IT Leader, Eastern Canada, Western Canada and Pacific Regions**

– CC03

**Location:** Can be flexible on position location; considered locations are Vancouver, Seattle, Portland, San Leandro (Oakland/Bay Area), Irvine / LA

**Reporting To:** Stuart Stubbings

**Job Summary:** Manages a group of intermediate level IT employees

**Key Responsibilities**

- ❑ Participate as a key member of an IT Management Team.
- ❑ Responsible for financial management including AOP, budget management, and forecasting.
- ❑ Responsible for People Management including work plan development, performance management, and people development.
- ❑ Responsible for team building and development including organization structure, recruiting, global team management.
- ❑ Compile and present Management Reports on team performance including metrics, deliverable status, etc.
- ❑ Communicate status to senior management.
- ❑ Accountable for Six Sigma training, usage and goal attainment for the team.
- ❑ Ensure team adherence to all IT processes, policies, and procedures including IT Security.
- ❑ Responsible of IT Controls compliance for the team
- ❑ Engagement with customers in their respective function or business area.
- ❑ Governance/Leadership for all program/projects executed or supported by their teams.
- ❑ Travel as required (up to 25%)

**Qualifications and Competencies**

- ❑ Attention to Details - This skill involves paying attention to all the details of what is communicated, either written, orally, or presented.
- ❑ Coach and Develop - Accurately assesses strengths and development needs of employees; gives timely specific feedback and helpful coaching; provides challenging assignments and opportunities for development
- ❑ Communication (Written and Verbal) - Effectively expresses messages and ideas in a clear, organized and relevant manner for a variety of audiences.
- ❑ Develop Systems and Processes - Identifies and implements effective processes and procedures for accomplishing work
  
- ❑ Manage Execution - Assigns responsibilities; delegates to and empowers others; removes obstacles; allows for and contributes needed resources; coordinates work efforts when necessary; monitors progress

- ❑ Motivate Others - Encourages and empowers others to achieve; establishes challenging performance standards; creates enthusiasm, a feeling of investment, and a desire to excel
- ❑ Set the Aim - have a clear line of sight to and positive impact on the strategy; ensures execution plans are aligned with Cummins vision/mission/values, strategic principles and goal trees.
- ❑ Think Strategically - Recognizes significant long-term opportunities for success and accompanying risks; considers a broad range of factors and alternatives and their implications for stakeholders; develops effective, profitable approaches aligned with Cummins vision/mission/values and strategic principles

#### **Education, Licenses, Certifications**

- ❑ College, university, or equivalent degree in Information Technology, Business or a related subject required.
- ❑ Significant level of relevant work experience, including supervisory experience, required. Broad business knowledge required.

#### **Additional Responsibilities Unique to this Position**

- ❑ DBU IT Leadership: You will be an active member of the NAD IT Leadership Team, helping to support the operations of the NAD Business, engaging in discussions with business leadership as necessary.
- ❑ IT Leadership: You will provide leadership of NAD Eastern Canada, Western Canada and Pacific regions team for Organizational Effectiveness, Functional Excellence, Planning and Project Management.
- ❑ Execution: Lead the execution of daily IT operations and projects associated with central and regional IT solutions, ensuring that all projects deliver solutions that meet business need, on time and on budget.
- ❑ Supplier Management: Ensure that the efforts of multiple suppliers (internal and external) are coordinated and effective.
- ❑ Communication: Provide clear communication of IT plans, progress, risks and mitigation plans to key stakeholders at multiple levels in the organization.
- ❑ Risk Mitigation & Quality Assurance: Ensuring that risks are identified and that mitigation plans are in place for IT operations and solutions supporting the business. Ensuring that all Sarbanes Oxley and internal audit requirements are satisfied. Ensuring that appropriate test plans and quality assurance activities are developed and executed for IT projects, resulting issues are identified and resolved, and the results are communicated to appropriate stakeholders.
- ❑ IT Quality: Familiarity with quality assurance process and system testing methodologies.
- ❑ Measurement: Ability to identify key performance indicators, measurement systems to track KPI's and reporting mechanisms.

If you have any questions or are interested in the above position please contact Stuart Stubbings ([stuart.p.stubbings@cummins.com](mailto:stuart.p.stubbings@cummins.com)) by May 19, 2017

If you require accommodation at during the recruitment/hiring process please let us know in your cover letter.