

# CAREER PATHWAY: IT MANAGER



**What do they do?** Plan, initiate, and manage information technology (IT) projects. Lead and guide the work of technical staff. Serve as liaison between business and technical aspects of projects. Plan project stages and assess business implications for each stage. Monitor progress to assure deadlines, standards, and cost targets are met.

**People with these roles and responsibilities are also called:** Business Analyst, Project Manager, Professional Project Manager, IT Manager, IT Director, Information Systems (IS) Director, IS Manager, IS Supervisor, Management Information Systems Director, Technical Services Manager

## Some typical job duties include:

- Review project plans to plan and coordinate project activity.
- Manage backup, security and user help systems.
- Develop computer information resources, providing for data security and control, strategic computing, and disaster recovery.
- Consult with users, management, vendors, and technicians to assess computing needs and system requirements.
- Provide users with technical support for computer problems.
- Recruit, hire, train and supervise staff, or participate in staffing decisions.
- Evaluate data processing proposals to assess project feasibility and requirements.



## HOW MUCH DO THESE JOBS PAY IN OHIO?

**AVERAGE:**  
**\$79,340**

## MOST IMPORTANT OCCUPATIONAL SKILLS

**Basic Skills:** Active Listening, Critical Thinking, Reading Comprehension

**Social Skills:** Social Perceptiveness, Instructing, Coordination

**Problem Solving Skills:** Complex Problem Solving

**Technical Skills:** Operations Analysis, Operations Monitoring

**System Skills:** Judgment and Decision Making, Systems Analysis, Systems Evaluation

**Resource Management Skills:** Time Management, Management of Personnel Resources, Management of Financial Resources

## CAREER PATHWAY AND EDUCATIONAL REQUIREMENTS



**CERTIFICATIONS THAT CAN HELP YOU ADVANCE:** Certified Associate in Project Management  
Project Management Institute

**Project Management Professional**  
Project Management Institute

**CompTIA Project+**  
CompTIA

**Six Sigma**  
Aveta Business Institute and Other Organizations