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# Example of Manager, Information Job Description

Our company is hiring for a manager, information. If you are looking for an exciting place to work, please take a look at the list of qualifications below.

## Responsibilities for manager, information

* Manage resources to maintain standard operating procedures to manage technologies based on best practice standards
* Works with several large and complex databases including internal and external data sources and serves as the designated data and reporting expert for the division of Research Administration
* Creates and maintains complex analytical reports related to our Research Operations data
* Provides information to internal and external audiences and responds to ad-hoc queries related to our Research data
* Works closely with technology staff supporting our various research-related systems and reporting tools
* Supports the Association's research program evaluation effort, including gathering data from internal and external data sources, developing reports and evaluating metrics
* Translates business requirementsinto end-user and ad-hoc reports conducts testing of all activities
* Manages the recruitment, planning, conduct and post-meeting activities of assigned committees, task forces and working groups
* Shares in the planning and the overall management functions of the division of Research Administration
* Consults with key decision makers to analyze current and future computer system and ERP needs

## Qualifications for manager, information

* Previous project management experience along with people management within information technology
* Experience in developing external customer relationships and communications (e.g.DSS, Army, Navy, AF, NRO, DIA, and DARPA)
* Must be able to maintain awareness of upcoming customer / government driven changes and challenges and suggests approaches to meet those challenges
* Must be customer/mission focused
* Must meet DoD 8570.01M requirement for an IAMl II
* Experience with modern software development practices (Continuous development, Container/configuration-driven infrastructure, ) and languages (Javascript, Node.js, Java, Scala)