



VALUES - Excellence, Respect, Integrity, Innovation, Community, Commitment

IT Manager

Job Summary

The IT Manager is responsible for the management, development and presentation of the technology needs to support optimal performance of all systems for bank activities. Work includes team management, bank employee training, bank systems and operations troubleshooting, implementation and management of IT policy and procedures, and project management. Works directly with vendors, employees, and management to ensure all IT activities meet expectations and are conducted compliant with applicable regulations. Chairs and participates on multiple corporate committees. Oversees IT audits and exams, IT compliance, and technology policies. Analysis the current and future needs of bank technology to support and enhance bank services, making recommendations of updates and changes prudent to the banks growth and ability to remain competitive in the marketplace.

Primary Location/Schedule:

- 3520 S Culpepper, Springfield MO 65807
- 8:00 pm - 5:00 pm Monday – Friday; additional / alternate hours as needed
- Full-time – 40 hours per week average

Position Requirements:

- Bachelor's degree (BA) or equivalent from a four year college or university in Information Technology or related field or equivalent experience; two or more year's previous experience in similar field. Work related experience should consist of information management / technology / networking activities.
- A minimum of five years of prior information management experience, with a minimum of two years managerial experience
- Certificates recommended:: Comptia, Microsoft, and Security
- Preferred knowledge and prior experience with the following: Disaster Recovery/ Risk Assessments / Policy upkeep and implementation, and Fiserv Premier, Calyx, Compliance One, Sageworks and Laser Pro

Required Skills:

- Excellent leadership, organization and motivation skills
- Excellent project management skills with ability to coordinate task and needs to multiple bank units for a common goal
- Excellent verbal, written and interpersonal communication skills with the ability to apply common sense to carry out instructions and instruct others, train personnel, write reports, correspondence and procedures, speak clearly to customers and employees
- Ability to apply strategic planning, activity coordination, and problems solving techniques to complex issues of multiple facets and variables in non-standardized situations
- Remain professional, composed and assertive, including high pressure situations; display a sense of urgency as needed to ensure requests are completed within expected timeframes/service level agreement Demonstrated self-motivation; productive, efficient, organized, accurate work output with no supervision while working independently and within a team environment
- Advanced experience implementing, utilizing, and supporting LAN, WAN, Microsoft Windows Active Directory, Microsoft Office (Word, Excel and Outlook), Network Design and Implementation, and similar sources
- Disciplined in protecting and managing highly confidential information/material
- Effective time management skills (capable of managing and prioritizing multi-tasks)
- Advanced knowledge of federal, state, and other governing agencies regulations and requirements for network and software operation and security
- Sound decision making skills and ability to work independently
- Strong mathematical, problem-solving and computer skills
- Effective multi-tasking and organizational skills
- High degree of work accuracy with attention to detail
- Willingness to proactively cross-sell bank products & services

To Apply:

- Print an Old Missouri Bank application at <https://www.oldmissouribank.com/about-us/careers.html>
- Submit a completed application by one of these methods; may include a resume.
 - Email: careers@oldmobank.com
 - Fax: 1-844-834-3256
 - Hand delivery at an Old Missouri Bank location
 - Mail: Attn Human Resources, Old Missouri Bank, PO Box 14050, Springfield, MO 65814-0050
- Contact Human Resources at careers@oldmobank.com or 417-869-9000 for more information

Futures made brighter. Banking made better.

Old Missouri Bank was founded in 1999 with a commitment to excellence in service. We offer our customers the latest in banking products and services combined with old-fashioned customer service. We are committed to giving our employees the kindness, courtesy, and professionalism they deserve. This philosophy has resulted in our growth from one bank in Springfield to six branches in Springfield and the surrounding communities.

Employee Benefits:

- **Excellent work environment** where you are appreciated and recognized for your individual efforts and contributions
- **Stability** with a locally owned community bank that is growing and expanding in the region
- **Paid Leave:** Vacation, Military, Bereavement, and Jury Duty
- **Cost friendly insurance:** dental, vision, critical illness, accident, supplemental life w/ AD&D
- **100% match of retirement savings** (up to plan limit)
- **Discounted financial service fees** on select OMB products and services
- **Plus more**

Disclaimer:

The above description relates the general nature and level of work performed by people assigned to this classification. It is not to be construed as an exhaustive list of all responsibilities, duties, and skills required of personnel so classified. All personnel may be required to perform tasks outside of their regular responsibilities from time to time, as needed.

EQUAL OPPORTUNITY EMPLOYER

E-VERIFY EMPLOYER