



-Position Posting-

Director of Information Technology

City of Meriden Connecticut

The City of Meriden, Connecticut, population 60,838 is seeking candidates for a Director of Information Technology.

The City of Meriden has an opening for the position of "Director of Information Technology". This is a senior level leadership position within the City of Meriden reporting to the City Manager.

This is a Director level position overseeing all aspects of the Information Technology Department operations, including systems infrastructure, network operations, cybersecurity, and user support. This position provides technical leadership and guidance to City departments to support municipal operations, projects and services.

Salary range: \$130,000 – \$150,000

If you are interested in this excellent career opportunity, please submit your application and resume to the City of Meriden, Human Resource Department, 142 East Main Street, Meriden CT 06450 or online at:

<https://tinyurl.com/meridencareers>

Applications and resumes must be received or post-marked by June 26, 2026.

For additional information or if you are interested in learning more about the City of Meriden please visit our website at: <https://www.meridenct.gov/>

The City of Meriden shall not discriminate on the basis of race, color, creed, age, sex, national origin, physical disability or sexual orientation. The Human Resources Department provides reasonable accommodation to persons with disabilities in accordance with the Americans with Disabilities Act (ADA). If you need an accommodation on the application or testing process, please contact the Human Resources Department.

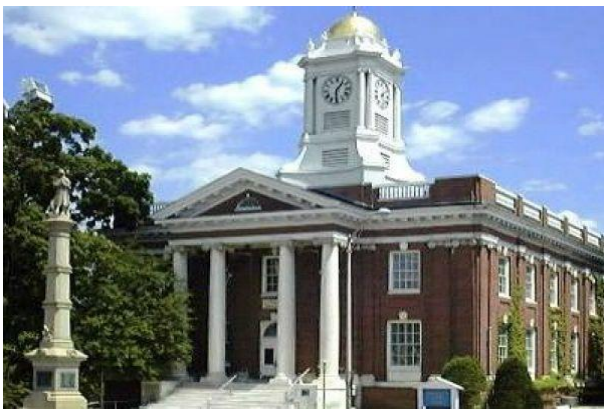
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-Community Background-

The City of Meriden is a thriving, diverse, full service mid-size city located in central Connecticut, within minutes of New Haven and Hartford, the state capital. Meriden is a community of 60,838 residents knit together by award winning schools, spirited civic, service and cultural groups, and activities.

Our City includes 24 square miles with well-preserved geological features, over 3,000 acres of municipally owned park space and 74 different recreational areas. We are located at the "Crossroads of Connecticut" and conveniently located just two hours from New York City and Boston. Meriden has its own Water & Sewer Facilities, Meriden Markham Airport, Hunters Golf Club, a centrally located Public Library, three high schools, and a wonderful linear trail system.

The City of Meriden operates under City Manager/City Council form of government with a popularly elected Mayor, elected Board of Education and 25 appointed boards and commissions.



City Hall, Meriden CT



Castle Craig, Meriden CT



DIRECTOR OF INFORMATION TECHNOLOGY

Nature of Work:

The Director is responsible for the overall planning, coordination and management of information technology strategies and initiatives in support of the operational missions and objectives of the City of Meriden.

The Director oversees all aspects of the Information Technology Department operations, including systems infrastructure, network operations, cybersecurity, and user support. This position provides technical leadership and guidance to City departments to support municipal operations, projects and services.

Duties include planning, budgeting, staff supervision, directing operations, and establishing goals and procedures.

This position will assess and provide the vision for leveraging technology city-wide to increase productivity, control cost, better serve the public through more online and other technologically innovative applications for internal and external use, and driving energy efficient upgrades of infrastructure and systems.

The Director performs other functions as may be designated by the City Manager.

Supervision Received:

Reports directly to the City Manager.

Supervision Exercised

- Personnel Management: Hire, train, supervise, and evaluate IT department staff.

Examples of Duties:

- Oversees staff in the development, deployment, and on-going maintenance and evolution of online modern systems focusing on public engagement.
- Develop and implement technology solutions by assembling staff, vendor and service resources to evaluate, design, test, install, and maintain hardware, applications and systems software, and networks.
- Budgeting & Purchasing: Prepare and administer the IT operational and capital budgets, including RFP/bid processes and vendor contract negotiations.

- Infrastructure Management: Oversee daily IT operations, including WAN/LAN network maintenance, servers, storage systems, VoIP, surveillance, access control, email, and cloud services.
- Cybersecurity & Risk Management: Develop and enforce enterprise-wide security policies, conduct risk assessments, and maintain a Disaster Recovery Plan to ensure continuity of operations.
- Lead the planning, development, and execution of IT strategies aligned with organizational goals, including infrastructure upgrades and system integrations.
- Manage and supervise IT teams responsible for network support, systems engineering, desktop support, and cybersecurity initiatives.
- Establish safety procedures and ensure enforcement.
- Perform related work as required.

Desirable Knowledge, Abilities and Skills:

- Ability to plan needs, delegate and distribute work to personnel, and review the work of personnel within the Department.
- Ability to express facts and ideas clearly and concisely, orally and in writing, to groups and individuals.
- Ability to supervise the preparation of essential records and to make concise technical reports.
- Knowledge of operations, services and activities of a comprehensive, municipal information systems and services program.
- Principles and practices of program development and administration.
- Methods and techniques of statistical data collection and analysis.
- Principles and practices of municipal budget preparation and administration. Principles and procedures of financial reporting. Principles and procedures of management systems and reporting.
- Principles of supervision, training and performance evaluation. Pertinent federal, state and local laws, codes and regulations. City personnel policies and procedures. IT strategy and planning. IT systems and technology.
- Strategic and critical thinking. Decision-making and problem-solving. Time management and organization. Computers and applicable software. Providing IT services and expertise. Project management. Customer service.

- Manage and direct a comprehensive, information systems and services program. Develop and administer departmental goals, objectives and procedures. Analyze and assess programs, policies and operational needs and make appropriate adjustments.
- Analyze data and information, draw conclusions and propose responsive actions. Identify and respond to sensitive community and organizational issues, concerns and needs.
- Delegate authority and responsibility.
- Research and evaluate new service delivery methods and techniques.

Qualifications:

Bachelor's degree in Information Science, Computer Science, Information Technology, or related field with 5-7 years of progressively responsible experience in IT management, including three years in a supervisory position, preferably within government, and administrative experience with supporting a Microsoft Windows Active Directory networking infrastructure.

Special Requirements:

Must possess a CT Driver's License.