













## The Maryland-National Capital Park and Planning Commission

TITLE: Chief Information Officer                      GRADE: 40                      DATE: 10/26/2016  
SERIES: Information Technology    CODE: 3250    EEO: Officials/Admin    FLSA: Exempt (E)

- E. Interpersonal skills to interact effectively with business contacts in a businesslike, customer service-oriented manner; this includes skill in establishing and maintaining effective working relationships and working as a member or a leader of a team concerning highly complex or sensitive matters.
- F. Skill in using a computer, modern office suite software (such as MS Office), enterprise software and specialized software.

### Minimum Qualifications (MQs):

1. A Bachelor's Degree in Computer Science, Information Systems, Computer Engineering, Software Engineering, Communications Technology or any other related field.
2. Ten years of progressively responsible IT experience that includes substantive work in the range of duties and responsibilities in this class specification.
3. An equivalent combination of education and experience may be substituted, which together total 14 years.
4. Valid driver's license in accordance with both State and Commission rules and regulations. Driver's license must be unencumbered by restrictions, revocations, suspensions, or points that could limit the employee's ability to drive Commission vehicles or perform driving duties required by the position of assignment.

### Working Conditions:

Works mainly in an office setting and at field sites; may work outdoors briefly on an incidental basis. Work is primarily sedentary and requires very light to light physical effort. May be subject to various job demands such as high volume of work and tight deadlines.