

Title:	DESKTOP ENGINEERING MANAGER			#Positions Available	<u>1</u>	
Salary Range	\$90,000	To	\$110,000	Hour	Annual	<u>X</u>
Full time	<u>X</u>	Part-time		Required Education	Degree	<u>Preferred</u>
<p>The Information Technology Department of Arnold & Porter Kaye Scholer LLP has an opening for a Desktop Engineering Manager in either the Tallahassee or Washington, DC office. The Manager will lead the Desktop Engineering Team and manage desktop infrastructure for the Firm. This manager will be responsible for desktop platform images, client operating systems, desktop management, patching, application delivery, endpoint security, and evaluation of new and emerging hardware. Additional responsibilities include integrations and support of a portfolio of packaged desktop applications; optimizations and continuous improvement of end-user computing platform. This position will report to the Director of Enterprise Applications.</p> <p>QUALIFICATIONS:</p> <ul style="list-style-type: none"> • Bachelor's degree in Computer Science or related disciplines. Equivalent experience will be considered. • Minimum of five years of experience in managing a desktop engineering team. • Minimum of ten years of experience in IT. • Prior experience working in law firm is preferred. • Minimum of five years of specialized knowledge and experience in management of end user technology environment. Experience should include managing and supporting operation systems, desktop images, application delivery, desktop application support and integrations, resolving complex platform issues, and project and change management. • Minimum of five years of experience and demonstrated competency in planning and managing large scale desktop deployments. • Mastery of Windows operating systems; thorough understanding of advanced network concepts, application interoperability, AD architecture, group policies, Powershell scripting, distributed file system, and Windows security. • Experience with SCCM, application packaging, task sequences, USMT, and WSUS. • Intermediate to advanced Microsoft Office skills, Add-ins, and macros. • Knowledge in legal software packages – iManage WorkSite, Workshare, Payne, nQueue, Litera, and others a plus. • Knowledge in client security technologies - end-point protection, data encryption, application firewalls, DLP. • Experience in preparing technical documentation, test scripts, and support resolutions. • Proven ability to interpret customer business needs and translate them into technical designs. • Ability to be hands-on to address urgent matters or requests as needed. • Excellent oral and written communication and interpersonal skills. • Strong analytical and troubleshooting skills. • Must be a self-motivated, results driven manager. • Excellent presentation skills. • Ability to work confidentially with all levels within the organization. • Ability to think creatively in overcoming pressing issues and urgent matters. • Detailed oriented, methodical, and possess a strong sense of urgency. • Ability to work additional hours and travel as needed. 						