



GLOBAL DIRECTOR OF INFORMATION SYSTEMS

DIVISION:		JOB CODE:	9256
LOCATION:	Corporate	JOB FUNCTION:	IT & Systems
DEPARTMENT:	Information Systems	FLSA STATUS:	Exempt
REPORTS TO:	Chief Financial Officer	EFFECTIVE DATE:	07/14/25

JOB SUMMARY

Ensure the smooth and successful execution of global integration, deployment, support, and security of Pyrotek networks, systems, and data. Partner with leadership to develop and drive IS strategies that support company operations and goals. Foster innovation and ensure appropriate and efficient allocation of resources. Effectively monitor IS expenditures and team member performance to deliver optimum outcomes.

QUALIFICATIONS

Education/Experience

Bachelor's degree in computer sciences or related field, plus a minimum of fifteen (15) years of progressive experience in Information Systems, including a minimum of ten (10) years of leadership/management in a global manufacturing environment; or equivalent combination of education and experience.

Extensive experience with IT business systems, cybersecurity, Windows operating system support, and ERP deployment in a manufacturing operation, as well as staff management and development, and cost management and controls required.

Experience working effectively with organizational leadership on key business strategies/projects required.

Knowledge/Skills/Abilities

Project Management Skills. Demonstrated knowledge of principals of project management, including creation of vision and mission, establishing goals or objectives, establishing project teams, applying comprehensive root cause analysis, implementing intervention, ensuring organizational alignment, and measuring progress and success. Excellent planning and relationship building skills. Ability to liaise with middle and upper Pyrotek management for scope negotiation in a manner that upholds Pyrotek's values and reflects positively on IS.

Core People Skills. Ability to positively interact and work collaboratively with a diverse group of people at all levels of the organization and across the globe. Genuine with high ethical standards and values, and personal integrity and honesty. Displays humility and adaptability. Ability to apply a large measure of common sense to a variety of situations. Entrepreneurial attitude toward work center excellence.

Communication Skills. Ability to speak clearly and persuasively in positive or negative situations, listen and obtain clarification, and respond well to questions. Proficiency in writing clearly and concisely and editing work for spelling and grammar. Ability to vary writing style to meet business needs.

Strategic Change Agent. Courage to make and encourage others to make difficult decisions. Ability to foster commitment to the shared mission and vision of Pyrotek and actively lead in development/execution of strategic goals and objectives related to assigned responsibility.



Leadership Skills. Ability to operate at a senior level in the business and work closely and effectively with leaders across the organization to develop strategies and build consensus. Build a culture of tolerance, acceptance and civility by setting an example to team members. Ability to coach and motivate team members in planning, strategy, decision-making, teamwork, and process improvement. Ability to effectively manage team projects to completion according to schedule. Ability to provide regular performance feedback and to write annual performance reviews. Ability to foster attitudes, conditions and environments that guide teams toward excellence and a respectful, positive, transparent, and collaborative environment. Ability to develop team member skills and encourage growth, and to foster quality focus including improving product development processes and procedures.

Computer/Applications Skills. Extensive knowledge of and ability to use MS Office products, including Word, Excel and PowerPoint and SharePoint. Advanced knowledge of PC and servers, networking, Wi-Fi, hardware support, cybersecurity, ERP system and operations, and Cloud operations and connectivity is essential. Highly proficient computer skills, using a variety of software application systems and Business Intelligence applications/development.

Analytical Skills. Ability to use information/data and various metrics to develop an informed and factual business case. Strong financial analytical capabilities for developing profitable product strategies. Ability to define problems, collect objective data, establish facts, and draw valid conclusions.

Core Business Skills. Ability to exercise sound judgement and discretion in handling of proprietary and confidential information. Displays willingness to make decisions and work independently, without significant direction and to use resources effectively to “figure it out”. Strong critical thinking skills, judgment and keen attention to detail and accuracy. Ability to work collaboratively within a matrix environment. Exceptional prioritization, time management and organizational skills. Ability to write routine reports and correspondence. Highly organized, detail oriented and self-disciplined.

Professional Investment. Demonstrated commitment to personal professional development and life-long learning. Proactively involved with professional and community organizations that promote professional growth and/or enhance Pyrotek’s ability to meet and/or exceed goals and objectives. Demonstrated passion for developing others.

Flexibility. Ability to work outside of normal business hours due to business demands, be on-call to support business functions or Team Members.

Travel Requirements. Ability to travel by land and air, domestically and internationally, up to 20%. Valid U.S. Passport or ability to obtain.

ESSENTIAL FUNCTIONS AND RESPONSIBILITIES

1. Oversee the operation of IS systems globally to include PCs, servers, virtual servers and Cloud operations, Global Visual ERP system, O365 operations (email, collaboration, and messaging), security and the Pyrotek network.
2. Review operations and proactively seek ways to utilize innovative technology to improve performance. Guide global IS team members in their efforts to support business operations with IT technology.
3. Oversee global IS costs, budgets and capital expenditures (CapEx); reduce costs where feasible and sensible. Review annual CapEx spend and ensure validity. Develop business case justification and cost/benefit analyses for IS spending and initiatives.
4. Ensure Pyrotek assets are protected through the development and execution of policies, training, and tools to reduce cybersecurity risks. Monitor and resolve potential issues quickly and effectively. Stay up to date on emerging cybersecurity technology and tools.
5. Direct the development and execution of an enterprise-wide disaster recovery and business continuity plan.



6. Set targets and objectives for the IS department, both globally and regionally. Lead the IS teams and ensure message, targets and objectives are followed.
7. Oversee the successful operation and development of both Pyrotek's Internal Applications and Business Intelligence function.
8. Work with the General Counsel on Global Data Protection issues and support of all data protection teams around the globe, as required.
9. Ensure IS teams stay current on new technologies, trends, tools, and business systems and best practices.
10. Develop IS strategies for short and medium term (5 years). Collaborate with IS teams and Pyrotek leadership to ensure strategies effectively support business goals and objectives.
11. Effectively interact with C-suite and General Managers, providing updates on projects/initiatives, and new technology and implementations. Actively solicit feedback on the effectiveness of IS solutions and emerging business needs. Provide education on issues/challenges facing IS.
12. Participate in CRM Steering committee and oversee CRM technical development. Work collaboratively with Sales Development team to consult/advise on information needs and requests.
13. Lead ERP oversight group and define ERP strategy in collaboration with CFO and Corporate Controller. Participate and advise on OneStream Steering Committee.
14. Stay up to date on emerging trends, issues, technologies, and pricing in the IT industry. Advise, counsel and educate executives and management on their potential competitive or monetary impact.
15. Effectively oversee approval of IS projects and ensure projects are delivered within scope and agreed upon timelines, utilizing the defined level of manpower and established third party costs. Ensure project teams are:
 - a) Working across multiple platforms and technologies to work with language/development environment that makes most sense for the application.
 - b) Staying current on development trends and changes to advise Application team on possible new functions to make use of.
 - c) Identifying and raising conflicting priorities to the appropriate parties/management in a timely manner.
 - d) Serving as liaisons with middle and upper Pyrotek management for requirements gathering and testing in a manner that upholds Pyrotek's values and reflects positively on IS.
16. Supervise, coach support, train and develop personnel in assigned area; resolve personnel issues, redirecting complex issues to management and HR in a timely manner; directly manage team members, including assigning and reviewing work, evaluating performance/compensation, resolving grievances, administering disciplinary action, interviewing employment candidates, and effectively recommending hires and terminations in a timely manner.
17. Ensure effective communication of goals, objectives and expectations throughout assigned department/team members. Maintain the cooperation and support of team members company-wide through effective interdepartmental communication. Serve as a role model in areas such as professionalism, service orientation, agent of change, education, and commitment to organizational goals and objectives.
18. Foster attitudes, conditions and environments that guide your team toward excellence while acting with integrity and ethics aligned with Pyrotek core values. Create a work environment that helps foster tolerance, acceptance and civility and the ability and desire of team members to act in empowered ways. Actively reward / recognize team members to reinforce accomplishments and positive outcomes.



19. Determine the effectiveness of policies, procedures and projects/plans. Take appropriate corrective measures when necessary. Identify new applications, innovations, quality and/or safety improvements and report findings/results to management. Ensure all activities and operations are performed in compliance with federal/national, state/regional and local regulations.
20. Promote positive team member and customer relations by supporting Pyrotek's commitment to a working environment of tolerance, acceptance and civility. Respond appropriately to inquiries, concerns and complaints by being professional, courteous and respectful at all times.
21. Maintain regular, consistent, reliable, punctual, and predictable attendance, as required to achieve internal and external customer satisfaction.
22. Actively and positively participate in problem resolution, demonstrating constructive communication, timely response and effective resolution skills. Work effectively within team environments both within your department and across the organization.
23. Cooperate and comply fully with all Pyrotek policies and procedures. Actively support and follow the Pyrotek Safety Program.
24. Actively support compliance with all relevant ISO management system standards by maintaining electronic resources to comply with and support ISO document control systems and operational processes. Implement systems to control electronic waste.
25. Participate in company/department meetings, training activities, continuing education programs and other associated activities.
26. Consistently promote and communicate Pyrotek's core values through work performance and excellent customer service.
27. As a member of the management team, promote and ensure compliance with Equal Employment Opportunity and Affirmative Action.
28. Perform other tasks as assigned.

PHYSICAL/SENSORY REQUIREMENTS

The following physical activities described here are representative of those required by a team member to perform the essential functions of this position. Reasonable accommodation, if feasible, will be made to enable individuals with disabilities to perform the functions of position.

Must be able to sit for long periods-of-time, bend and reach, use stairs, lift up to 25 pounds occasionally and communicate effectively in English by telephone, in person and in writing. Effectively use a personal computer, office equipment and telephone.

WORKING ENVIRONMENT

While performing the essential responsibilities of this position, the team member will generally work in an office environment with exposure to a manufacturing environment that may present loud noise, moving mechanical parts, and fumes or airborne particles. Personal Protective Equipment (PPE) including approved footwear, respirators, and safety glasses/goggles may be required.

Team Member's Signature

Date