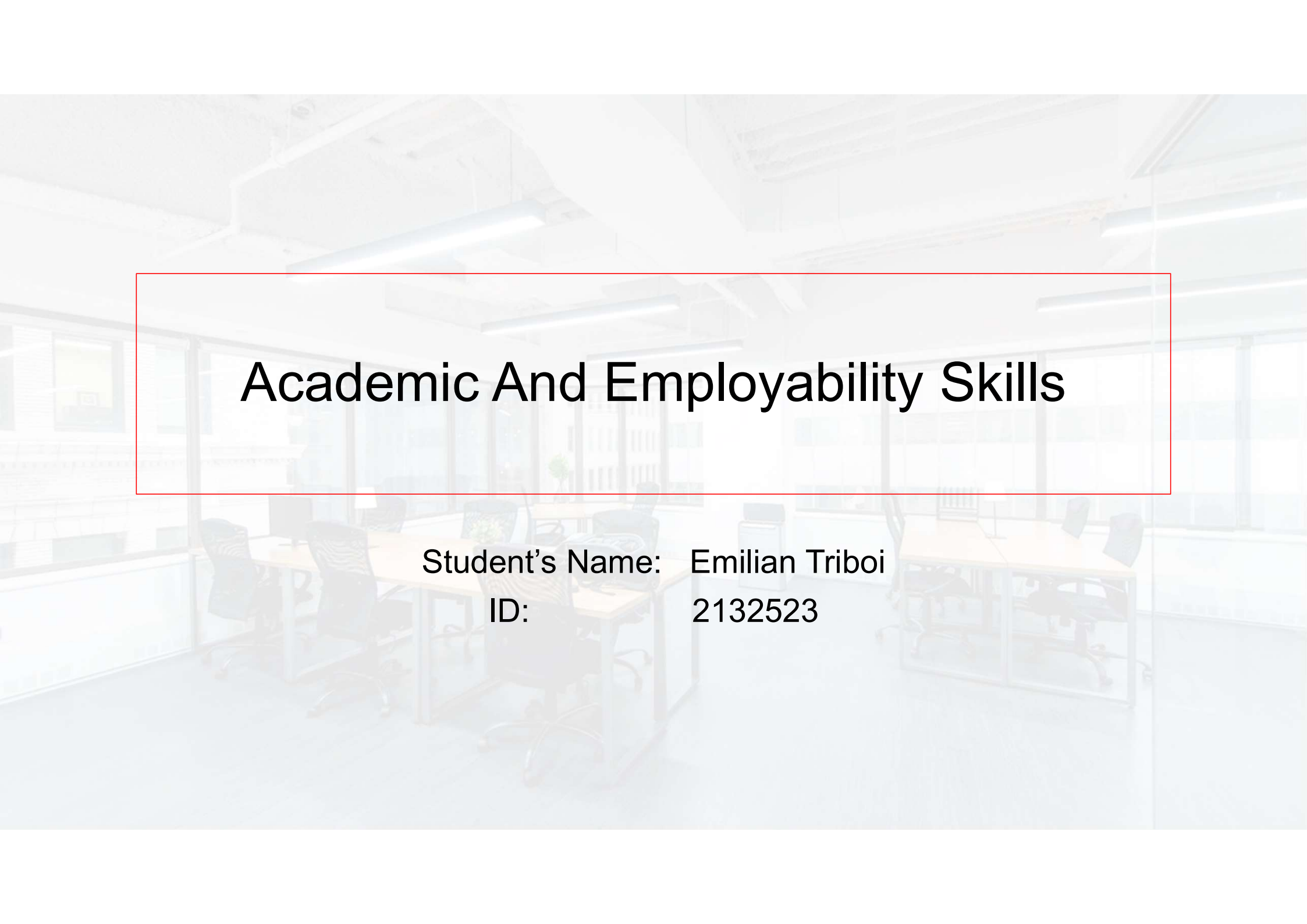


The background of the slide is a faded, light-colored image of a modern office space. It features several long wooden desks with black office chairs, large windows on the left side, and a high ceiling with exposed ductwork and long fluorescent light fixtures. The overall atmosphere is clean and professional.

Academic And Employability Skills

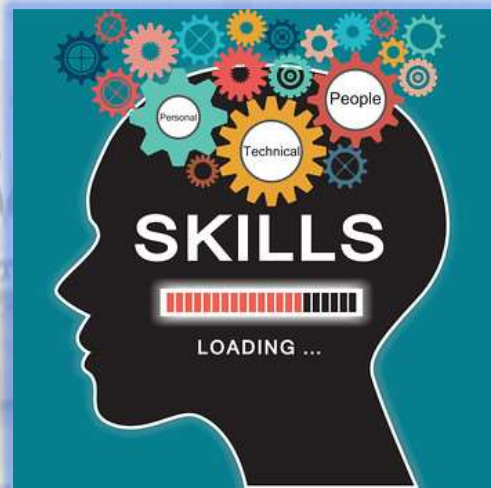
Student's Name: Emilian Triboi
ID: 2132523

Introduction

Effective management requires overseeing and leading individuals inside an organisation. The benefits that come with managerial roles make them appealing. You could decide whether or not being a manager is the correct career option for you by considering some of the benefits of the job. IT management is the practice of planning and controlling a company's information technology resources to efficiently support the aims and objectives of the business.

Objective of the report :

- To know the duties and responsibilities of an IT manager.
- To determine the span of IT management.
- To learn about the career scope for IT managers.
- To know the skills required for being an IT manager.
- To demonstrate SWOT analysis for IT managers.
- To describe personal development for being an IT manager.
- To develop the skills I will need for being an IT manager.



Chosen Career (Information Technology Manager)

Low cost of education

- Information technology is a great job choice since it has a low cost of education compared to many other professional possibilities. IT specialists don't need a four-year degree. Instead, I may enroll in brief training to get certification in specialized IT fields. By skipping the expense of years of college study, I may save a significant amount of money. I am more likely to advance in the job the more education and qualifications I possess (Morgan, 2016).

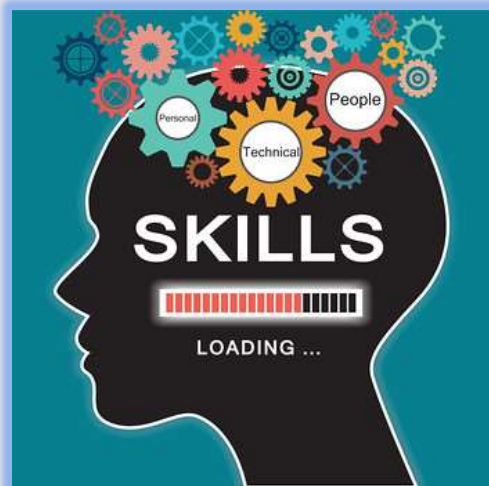
Attractive earnings

- It's no secret that IT professionals make more money than those in other professions. An IT professional with the required qualifications and experience may get a long-term career in the public or private sector. Many businesses have lately engaged specialists in cloud computing, cybersecurity, and network security to enhance their current systems. Motivated and hardworking IT workers have several possibilities for moving forward in the industry (Morgan, 2016).

The most volatile sector

- High-skilled workers are constantly in high demand due to the information technology industry's fast growth. A potential IT worker has several possibilities in the area of cloud computing, big data analytics, and cybersecurity today. One must always learn new things and keep their knowledge base current in order to succeed in the field of information technology. The degree of education and experience an IT professional has directly affects their employment prospects (Morgan, 2016).

Duties and responsibilities of IT manager



- Controlling the IT staff.
- Take note of and assess system outcomes.
- Control computer and information technology systems.
- Access to backup systems, networks, and secure data.
- The management of computer and information systems.
- Recognize problem areas and act quickly to address them.
- Maintain the annual budget and make sure it is economical.
- Give operations involving electronic data and IT top attention.
- Management and assessment of IT and electronic data operations.
- Maintain the security of resources, information, and control systems.
- Systems, policies, and protocols should be created, implemented, and overseen.
- Work in sync with user needs and system capabilities to achieve business objectives.
- By outlining job criteria in detail and often offering feedback on their progress, employers may hire, train, and inspire IT employees.
- (Baah-Boateng, 2016)

Span of IT Management

- The Span of IT management describes how many individuals a superior can successfully manage when it comes to managing subordinates. The group of employees who directly report to the boss is referred to in IT management as the "span of IT management." (Cottrell, 2010)
- A company's scope of IT management is essential for managing the business properly. It directly affects the organization's capacity for communication and adaptation. Greater spheres of influence make it simpler for IT staff at various organizational levels to interact and take decisions more quickly (Cottrell, 2010).



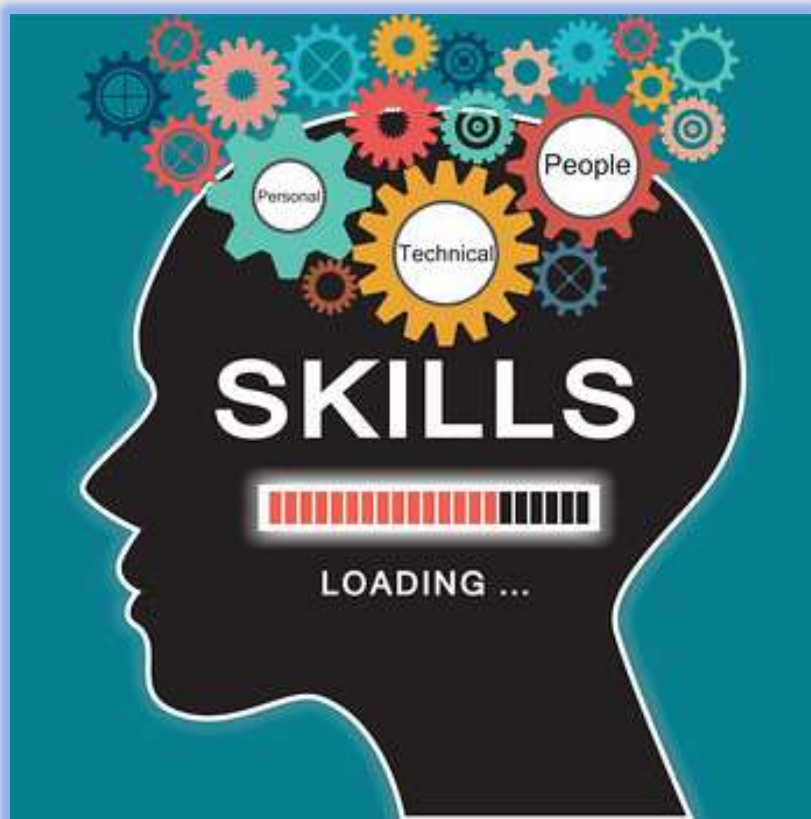
Career Scope for IT managers



The two main areas of specialization in the IT industry are hardware and software. Hardware includes R&D, administration, maintenance, and manufacture of hardware (Maund, 2017). The software encompasses everything production, development, programming, testing, maintenance, and support. Some career scopes for IT managers are listed below:

- Engineers in robotics.
- Advisors to the President on major policy issues.
- Analysts of management and business.
- The Fintech Engineers.
- Database and Networking Experts.
- The repair of mechanical devices.
- Experts in the field of organizational development.
- Experts in the field of risk management.
- (Maund, 2017)

Skills required for IT manager



- Strong Technical Skills
- Being able to keep an eye on people
- MIS, computer science, or a very similar degree
- knowledge of how to control and manage a lot of data
- A resume of an IT manager that backs up your claim to a job
- a working knowledge of how to manage, set up, and use computer networks
- One needs to know about technical management, data analysis, and hardware and software systems for computers. (Damyanov, 2019).

Technical Skills



- Programming languages
 - Business Analysis
 - Coding or Programming
 - Engineering
 - Data Management and analysis
- (Ayinde, 2020)

SWOT Analysis

Strengths:

- Possess the capacity to work efficiently under time pressure.
- Effective communication skills are most crucial.
- A systematic strategy for problem-solving.
- Project management experience and a keen eye for detail.
- Aspiration to pursue further education.

Weaknesses:

- Workdays that go on for days.
- Stress.
- A field that is always changing.
- Infractions of the law.
- Uneasy choice.

Opportunities:

- Increased pay.
- More power to shape the corporate culture.
- Decision-making power over staff members.
- Personal development and growth.
- Help personnel grow and progress.
- Find out what kind of leader one is.

Threats:

- Advances in technology.
- Threats from inside.
- Security risks are always changing.
- System and software failures.
- Recruiting and retaining top-notch employees.
- There is a lack of expertise in the field.

Personal Development Plan



- Establish goals and priorities
- Goal: To Boost Teamwork
- Create a Network
- Effective Time Management: Its Vitality
- Be adaptable and receptive to new things.



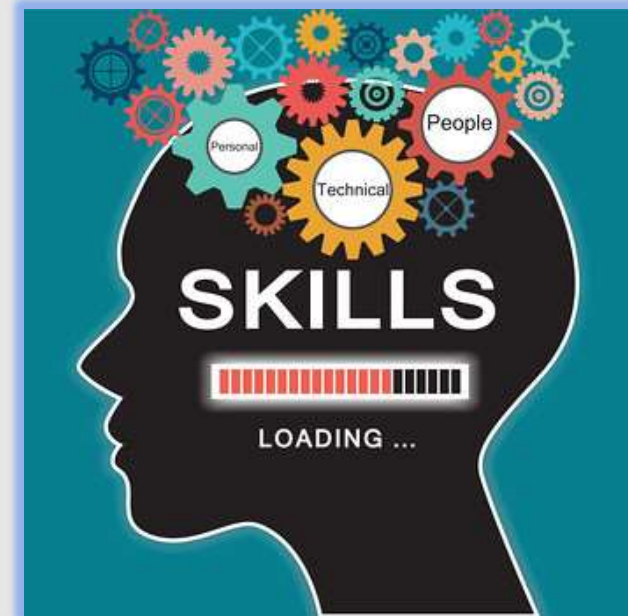
Action Plan (skills I should develop)

- I should personally meet with all of my IT suppliers.
- The whole collection of current service agreements should be read.
- I will discover how to maximize the performance of my vendors.
- I will use a flow chart to illustrate the connections between all of the IT systems.
- I will determine which systems are most important to the company's survival.
- I will identify whoever is in charge of IT's financial matters.
- Verify if any initiatives or budgetary allocations made by my predecessor are still in effect.
- I should meet with the manager one-on-one with each member of my team.
- I will create a guide for IT operations.



Conclusion

IT managers keep a number of things in mind when they offer these services to both internal and external customers, such as service quality and continuous process improvement. An important job of an IT manager is to set goals, put them in order of importance, and keep the team engaged and on the same page about those goals. Young people are the majority in this generational segment. Anyone interested in a career in information technology (IT) should be aware that it requires a continual desire to learn new things and an ability to change with the times. For something to be effective, a mix of knowledge and credentials are needed. IT professionals that stay current with industry trends will have a wide range of employment options.



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