



## JOB DESCRIPTION

<b>Position Title:</b>	IT Director, Operation/Infrastructure	<b>Position Type:</b>	Exempt
<b>Department/Group:</b>	Information Technology	<b>Location:</b>	Dallas, TX
<b>Reports To:</b>	VP, IT	<b>Direct Reports:</b>	3

### Company Description

Kosmos Energy is a well-capitalized, pure play deepwater oil and gas company with growing production, a pipeline of development opportunities, and a balanced exploration portfolio along the Atlantic Margins.

We have production assets offshore Ghana, Equatorial Guinea, and in the Gulf of Mexico, a competitively positioned natural gas project in Mauritania and Senegal, and a sustainable exploration program balanced between proven basins (Equatorial Guinea and Gulf of Mexico), emerging basins (Mauritania, Senegal and Suriname) and frontier basins (Cote d'Ivoire, Sao Tome and Principe and Namibia).

As an ethical and transparent company, Kosmos is committed to doing things the right way. The company's Business Principles articulate our commitment to transparency, ethics, human rights, safety, and the environment. Read more about this commitment in our Corporate Responsibility Report. For additional information, visit [www.kosmosenergy.com](http://www.kosmosenergy.com).

### Basic Function

The IT Director, Operation/Infrastructure will manage and provide oversight of the technical change management process while managing risk; maintain an understanding of industry and technology trends and how they may impact business operations; develop or approve IT cloud, security and other applicable architectures along with supporting functional and technical documentation; research new technology and develop business cases to support company and enterprise-wide initiatives; maintain responsibility for developing and implementing non-disruptive integration plans and increasing acquisition readiness; create and manage review processes and deliver projects and continuous improvement initiatives across all infrastructure-related solutions and services; and, attract, develop, lead and retain high caliber IT talent that accomplishes superior results.

### Essential Responsibilities and Job Duties

- Oversee all technology operations (e.g. data center, server and physical infrastructure, network and security operations, data storage and disaster recovery) and evaluate them according to established goals
- Managing the compliance and testing of the IT General Controls and frameworks, such as COBIT, ITIL, SOX, HIPPA, ISO, NIST and EUGDPR.
- Successful delivery and commitments of project milestones, timelines and SLA's agreed upon by upper management.
- Maintaining and expanding the SMART (specific, measurable, attainable, relevant, time-based) metrics for hardware, software, storage.
- Identifying and eliminating security vulnerabilities with testing and strategic solutions that increase data security.
- Compile and enforce IT policies and systems to support the implementation of strategies set by upper management.
- Analyze the business requirements of all departments to determine their technology needs
- Purchase efficient and cost-effective technological equipment and software.
- Inspect the use of technological equipment and software to ensure functionality and efficiency.
- Identify the need for upgrades, configurations or new systems and report to upper management.



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- Coordinate with IT managers, G&G computing requirements and other professionals to provide guidance and oversight.
- Control budget and report on expenditures, forecasting future capital expenditures.
- Providing effective leadership in building relationships with vendors, auditors, internal business representative and team members.
- Handle other projects, duties and responsibilities as assigned.

### Qualifications and Education Requirements

- Minimum of 5-10 years of proven experience as IT Operation Director or similar role; oil and gas industry experience preferred.
- Bachelor's Degree in computer science, engineering or relevant field required.
- Master's Degree in computer science, engineering or relevant field preferred.
- Current understanding and experience with Sarbanes-Oxley legislation, PCAOB Standards, and other relevant guidance issued regarding Section 404.
- Experience in analysis, implementation and evaluation of IT systems and their specifications.
- Sound understanding of computer systems (hardware/software), networks etc.
- Experience in controlling information technology budget.
- Experience in managing small teams in a matrix organization required.
- Original, creative thinker with the ability to formulate and express a contrarian viewpoint.
- Able to work in a fast-paced environment.

### Attributes

- Strong interpersonal and communication skills
- Proven ability to prioritize and multitask
- Exceptional productivity skills. Can be relied on to get the job done accurately and on time.
- Has little need for close management supervision and direction and is comfortable and effective in an informal operating environment.
- Proven ability to collaborate with team and generate solutions
- Must enjoy entrepreneurial environment that often requires developing process or procedure. Must be an energetic self-starter with a passion for their work. An engaged, "hands on" team player.
- Ability to handle and protect sensitive information in a confidential and professional manner
- Proven ability to drive the strategic plan forward and meet established goals and deadlines
- Proven ability to lead work teams to meet goals and objectives
- Proven ability to develop engaged work teams and assist in their professional development
- Must be able to work with diverse employees, partners and governments from all parts of the world.
- Strong business acumen combined with interpersonal and leadership skills

### Travel Requirements

Position requires approximately 10% travel, domestic and potentially international.

### Physical Requirements and Working Conditions



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Must possess mobility to work in a standard office setting and to use standard office equipment (computer, printer, copier, etc.) stamina to maintain attention to detail despite interruptions, strength to lift and carry files weighing up to 25 pounds; vision to read printed materials and a computer screen, and hearing and speech to communicate in person and over the telephone.

All qualified applicants will receive consideration for employment without regard to race, color, sex, sexual orientation, gender identity, religion, national origin, disability, veteran status, age, marital status, pregnancy, genetic information, or other legally protected status.

Reviewed By:		Date:	
Approved By:		Date:	
Last Updated By:		Date/Time:	