Kadir Siğinmiş

Human Resources and Information Technology Director

# Professional C areer

## 2021 - Present

## Human Resources and Information Technology Director, Hexagon Studio

Responsible for:

Managing IT license, budget and investment decisions.

Managing Human Resources processes and practices

Managing the selection and recruitment process

Managing the performance evaluation system

Managing the wage and benefit system

Managing the Employee Satisfaction Survey process

Managing administrative and social affairs

Managing the long-term goals and strategies of the IT department in the company

and the investment built on these goals and strategies.

Benchmarking with other internal or external competitors, if possible

Being part of the development of department processes and integrating into information systems

# 2013 - 2021

# Information Technology Director, HEAT Information Technologies

#### Responsible for:

Managing defining IT requirements based on targets and strategies of Hexagon business unites.

Managing the IT requirements of Hexagon business units' projects based on Computer System and Information Technologies platforms.

Managing IT expenses of group companies and Hexagon.

Managing, controlling and analyzing the business unit requirements and creating yearly plan.

Coordinating IT related projects committed and budgeted in Hexagon work plan and making communication within business units.

To ensure that business units carry out their operations in the IT environment 24\*7 uninterruptedly, safely and securely.

Having the newest technologies in order to create opportunities for business and manage implementation of projects

Applying the security policies according to company standards

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## 2005 - 2013

### Information Technologies Manager, Hexagon Consulting A.S.

Responsible for:

Managing and track all IT investment actions.

Managing ERP system selection, installation, personnel.

Managing obtaining and maintaining ISO 27001 information security certificates in

accordance with the legislation.

Managing, controlling and analyzing the business unit requirements and creating yearly plan.

Managing coordinating the Information protection program in functions in Turkey in order to

have a secure IT environment

To create business opportunities and have the latest technologies to apply to projects.

Creating and managing a team that will provide 24\*7 IT service.

## 2000 - 2005

## Microsoft System Engineer, Tofas Turk Otomobil Fabrikasi A.S.

#### Responsible for:

Managing system security against internal and external threats by creating IT security policies.

Managing the end user support team.

Managed the infrastructure of data and reporting system management in the company.

To follow the latest developments in Information Technologies and make suggestions.

Server (file & print, e-mail, etc.) backup system support according to factory and head office needs.

## 1996 - 2000

## Fiat Dealer Information Technologies Support, Tofas Oto Ticaret A.S.

#### Responsible for:

DCS (Dealer Communication System) Fiat Dealership System Integration Project support.

Integration support with Italy Fiat for 2 years within the scope of the DCS Project.

Installation, training, consultancy services and support are provided by going to 72 dealers and 115 services in 54 provinces of Turkey.

Installing LAN/WAN setup for Tofas dealers based on Olivetti or IBM servers and equipment.