

Internal Advert

Job title: Senior Manager, ICT

Division/Department: Technology & Business Systems Support

Reports to: GM, Technology & Business Systems Support

Grade:

Location: Head Office

✓ **Full-time**

Essential Duties and Responsibilities:

Administration

- Coordinates activities of the ICT department and negotiates with external entities with the aim of ensuring that the Banks business objectives and strategies are achieved.
- Coordinates activities towards implementation of mission critical projects of the Bank and its subsidiaries.
- Leads, motivates and influences the performance of the ICT department to deliver the requisite professional ICT services and support required across the Bank
- Evaluates the budget requests from the ICT department to ensure these are in agreement with the overall strategy of the Bank.
- Implements the budget according to the approved timelines and cost.
- Researches into current ICT equipment used in the Banking industry and examine its suitability for use in the Bank.
- Oversees day to day management and operations of the WAN & LAN
- Oversees the Installation and configuration of the local area network (LAN), wide area network (WAN).
- Oversees the implementation and configuration of intrusion prevention devices to secure the network.
- Prepares and submits ICT operations and performance reports to the Senior Management
- Oversees the implementation of procedures that monitor ICT systems performance.
- Oversees the monitoring of existing messaging infrastructure and server usage.
- Draws network diagrams to detail network layout.

ICT Projects

Works with other departmental heads of the Group in developing new solutions and Banking products

- Works hand in hand with various departments to perform evaluation of the functionality required from a Banking product.
- Reviews various options and proposes the best solution.
- Prepares an implementation strategy based on the selected option.
- Leads the team in implementing the solution

Develops project plans and work programs for the department and follows-up to ensure that critical activities are carried through

- Evaluates the resource requirement for every ICT project
- Performs the actual implementation of the solution.
- Ensures there is rigorous testing of any system to be implemented taking into account not only positive, but negative tests.
- Monitors the results of the implementation to ensure achievement of the goals.
- Sets time-bound targets for every member of the ICT project team to ensure critical activities are carried through without being overlooked.

Branch Set-ups

- Assists in development of new branches by providing inputs to ICT requirements, cost estimates, and oversees the implementation of the ICT aspects.
- Performs site survey of the proposed branch in order to evaluate the type of network that can be implemented there.

Communication Platforms

Supervises the design and implementation of the communication infrastructure.

ICT Solution Development

Develops ICT solutions and long term strategies that would enable the group have a competitive edge in the industry

- Researches into current ICT trends in the Banking industry and examine its impact of the overall strategy of the Bank.
- Prepares proposals for approval by the Executive Committee on the implementation of the Solution.

ICT Security & Risk

Develops procedures, policies and business objectives for the ICT Department

- Develops the ICT operations policy for the Bank
- Conducts regular reviews of the policies in order to ensure they are in agreement with current trends considering the rate of change of technology.

Implements security measures developed by the administration & governance team that would protect the integrity, confidentiality and availability of data across the Bank

- Researches into the current security threats that could affect the Bank
- Evaluates the likelihood of the possible security threats
- Develops and implements mitigating measures to ensure the threat would be mitigated.
- Ensures the continuous update of security systems for all systems and databases.

Automation

Develop business solutions that would lead to automation of various processes in all departments of the Bank

- Evaluates the needs of the various departments
- Analyses the possible solutions to the identified needs
- Proposes the best solution that will serve the needs of the department
- Oversees the implementation of the solution

IT Business Continuity

Oversees the Data Centre and ICT Disaster Recovery Site Management

- Develops the overall BCP strategy for equipment maintenance, installations, custom upgrades, cables, components, and accessories replacement.
- Ensures the performance of health checks on all ICT infrastructure to ensure best performance.
- Oversees the development and maintenance of recovery strategies for hardware infrastructure.

Job Requirements:

Formal Education

- A Bachelor's degree in Computing or Electronic Engineering
- A masters' degree in a related discipline is an added advantage
- PMP / PRINCE 2 will an advantage
- ITIL Certification will be an advantage
- Cisco Certified Network Professional certification will be an advantage
- Microsoft Certification will be an advantage
- Ten (10) years' experience covering various aspects of ICT disciplines (Systems, Networking, Programming, Core Banking, Database Management) in the Banking industry, five (5) of which should be in a leadership role.

Preferred Knowledge & Skills

- Core Banking Systems
- Programming technologies
- Networking and Communication technologies
- Server administration.
- A working knowledge of Operating Systems
- Project Management
- Leadership skills

- Analytical, evaluation and problem solving skills
- Interpersonal skills
- Decision making and problem solving
- Negotiation and influencing skills

Closing Date: Friday, June 29, 2018