



THE ELECTORAL COMMISSION OF JAMAICA

Invites applications from suitably qualified persons for the post of

INFORMATION SYSTEMS MANAGER (MIS/IT 6)

Job Purpose

The incumbent has portfolio responsibility for the Commission's Information Systems through the implementation, management and monitoring of available information technology resources inclusive of Biometric & Database Systems and assisting in the development of information technology (IT) security strategy.

Core Functions

- Manages the Automated Biometrics Identification Systems and associated applications and databases
- Provides guidance to the Database Administrators in the design and development of database systems, structures and features.
- Collaborates with organizational units to analyze process flows, work flows and methodology and recommends where application systems can be used to positively impact productivity and efficiency.
- Evaluates the organization's software solutions against established Industry; benchmarks for performance, security, stability, user friendliness, etc. and plans and implements improvements to the systems where necessary.
- Leads the research and development into database and new technologies
- Recommends, designs, develops and implements software solutions to address matters of productivity and efficiency.

Required Knowledge, Skills and Abilities

- Working experience with an ABIS or other specialized system and Linux/Unix systems
- Knowledge of current protocols and standards, including ITIL, ISO 27000
- Working knowledge of cybersecurity practices
- Ability to design, develop and implement software solutions
- Good judgment, analytical and problem-solving skills.
- Ability to prioritize and execute tasks in a high-pressure environment
- Ability to conduct research of issues and products as required
- Strong interpersonal, written and oral communication skills

Minimum Required Qualification and Experience

- Bachelor of Science Degree in Computer Science, Information Technology or equivalent
- Training and certification in LAN/WAN operations
- Five (5) years' experience in information technology including database administration, systems design, development & implementation.
- Training & experience in systems operation & hardware architecture and security features
- Training/Experience in supervisory management

Applicants must own or operate a reliable motor vehicle.

Applications should be submitted by Friday April 22, 2022 to:

The Director, Human Resource Management

P.O. Box 671, G.P.O.

Kingston

Email: hr@ej.com.jm

Salary is within the approved government scale.

We thank all applicants for their interest but only shortlisted candidates will be contacted.