

REPUBLIC OF SOUTH SUDAN

MINISTRY OF FINANCE AND PLANNING

NON-OIL REVENUE MOBILISATION AND ACCOUNTABILITY IN SOUTH SUDAN(NORMA-SS) PROJECT

VACANCY ANNOUNCEMENT

I. Position Information	
1. Job Title:	ICT Specialist
2. Type of Contract	National(South Sudanese Nationals Only)
3. Duration of Assignment	One year (renewable based on satisfactory performance and availability of funds)
4. Duty station:	Juba
5. Starting date:	April 2018
6. Funding Agency	The African Development Bank Group
7. Host Agency/Host Institution	National Revenue Authority/Minstry of Finance and Planning

II. Organizational Context
<p>The Republic of South Sudan became an independent state on July 9, 2011. The attainment of independent by South Sudan has opened an unprecedented window of opportunity to turn the devastation of over 20 years of civil war, displacement and underdevelopment into a new era of peace and prosperity.</p> <p>The government through the Ministry of Finance and Planning is embarking on revenue modernization and tax policy reforms to boast non-oil revenue generation in a transparent and accountable manner. The continued volatility of the oil price resulting in drastic fall in oil revenue receipts has created fiscal distortion in the fiscal year budgets thereby curtailing government ability to provide adequate services to the people.</p> <p>The government of the Republic of South Sudan through loan facility from the Africa Development Bank is establishing National Revenue Authority as a single collector to take up the responsibility of collecting all national revenues in an efficient manner. In this regard, a Commissioner General has been appointed to manager the day-to-day administration of the new institution.</p>

III. Descriptions of Duties:
Under the direct supervision of the Commissioner General of the South Sudan National Revenue, the ICT Specialist will undertake the following specific tasks;

1. Ensures implementation of ICT strategies and introduction and implementation of new technologies, for the Commissioner General Office;
2. Provision of advice on and assistance in procurement of new ICT equipment for the CG and provision of technical specifications and information on best options in both local and international markets;
3. ICT business processes mapping and elaboration/establishment of internal Standard Operating Procedures (SOPs) in ICT management, control of the workflows;
4. Explanation of the Corporate ICT Policy to the CG and Management to ensure sound understanding before major ICT Management decisions are made;
5. Manages hardware and software packages, as requested by CG;
6. Provision of advice on maintenance of equipment and acquisition of hardware supplies;
7. Ensures efficient networks administration at the CG office and support other senior management staff;
8. Operation of network utility procedures defining network users and security attributes establishing directories, menus and drive-mappings, configuring network printers and providing user access;
9. Monitoring of backup and restoration procedures for both server and local drives;
10. Supervision of the ICT related issues in the office of the CG as well as Capacity Building and mentoring;
11. Better working relations of ICT staff with other staff members by offering overall guidance and mentoring to departments in their day to day activities;
12. Identification and promotion of different systems and applications for optimal content management, knowledge management and sharing, information pro-vision;
13. Synthesis of lessons learned and best practices directly linked to ICT management;
14. The ICT Specialist is expected to ensure the smooth operation of the Office equipment and systems in CG officer;

V. Corporate Competencies:

1. Demonstrates commitment to NRA s mission, vision and values.
2. Displays cultural, gender, religion, race, nationality and age sensitivity and adaptability

Functional Competencies:

1. Development and Operational Effectiveness
2. Ability to perform a broad range of activities pertaining to the job, including data/ schedule management, maintenance of protocol, information flow.
3. Ability to handle information and documents with confidentiality
4. Ability to provide input to business processes re-engineering, elaboration and implementation of new data management systems;

Leadership and Self-Management

1. Shows initiative
2. Focuses on result for the client and responds positively to feedback
3. Consistently approaches work with energy and a positive, constructive attitude
4. Remains calm, in control and good humored even under pressure
5. Demonstrates openness to change and ability to manage complexities
6. Knowledge Management and Learning
7. Actively works towards continuing personal learning, acts on learning plan and applies newly acquired skills

VI. Skills, Experience and Qualifications Required

The successful candidate should have the following skills, experience and qualifications:

1. Master's or Advanced degree in Information Systems, Information Management, or a Bachelors Degree with experience in Computer Science, Telecommunications or related discipline, with strong specialization in ICT areas. Cisco Certified Network Engineer (CCNE) and Microsoft Certified Systems Engineer (MCSE).

Years of work experience: Minimum five (5) years of relevant experience in:

- ICT management, preferable in an international public organization;
- Management of IT systems or equivalent at complex sites (heterogeneous clients and servers, multiple Internet servers including Web, Email and DNS);
- Planning, design and implementation of IT systems;
- Training in IT and communication systems;
- Experience in a developing country an asset

2. Excellent in written and oral communications;
3. Strong interpersonal skills;
4. Can perform and prioritize multiple tasks seamlessly with attention to details;
5. Proactive approach in problem solving with strong decision-making capability;
6. Highly resourceful team player and can work independently; and
7. With ability to handle confidential information with discretion.
8. Proficient in Microsoft Office Application

VII: Application Procedure

Expressions of interest and updated CV together with the copies of academic Documents must be delivered or e-mailed to the address below by **05th March 2018, 3.00PM East African Standard Time.**

Attn: Mr. Emmanuel Michael Elisa-Project Coordinator,

AfDB Project Coordination Unit

Ministry of Finance and Planning-Ministry Complex,

Po. Box 80-Juba South Sudan

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