NATIONAL IRRIGATION COMMISSION LIMITED

EMPLOYMENT OPPORTUNITY:

MANAGER, INFORMATION SYSTEMS

Job Purpose

Under the Direction of the Chief Executive Officer, the Manager, Information Systems is responsible to guide and advise the Commission in the use and implementation of Information Technology, as well as to design and implement Information Technology Solutions which will enhance the productivity of the workforce and enhance the decision-making process at the management level.

Key Areas of Responsibilities Include:

- Develops and Implements the Commission's Information Technology Framework and Platforms in line with strategic objectives;
- Undertakes the establishment of an effective IT network to meet operational needs of all departments;
- Provides strategic advice and guidance on IT security and risk management and guides the development and implementation of a risk-based data and information system;
- Periodically reviews and assesses the IT and Communications Policy to ensure that regulatory compliance and effective risk management are maintained;
- Prepares and submits timely risk analysis reports for the Chief Executive Officer and Senior management team as directed, with recommended action plans for avoidance or prevention of possible threats at all levels;
- Reviews the information technology systems and processes and initiates proposals for technological improvements; where appropriate, preparing cost/benefit analyses of the proposed solutions for presentation to the Chief Executive Officer and the Board of Directors;
- Monitors the maintenance and security of information systems for optimal service and preservation of confidentiality of the systems;
- Monitors the purchase of IT machines, equipment and software;
- Oversees testing of new information systems being introduced;
- Resolves complex network hardware and software problems;
- Ensures that there is always technical support for all information systems;
- Ensures that there is physical and logistical security of IT resources;
- Ensures that the Commission maintains an internet presence and explores the means of

  fully utilizing the internet and the GI System;

~~Keeps abreast of the latest techniques and developments in Information Systems to ensure~~ continuous personal development.

Minimum Requirements:

- ➢ Bachelor's Degree in Information Systems Management or a related field of study;
- ➢ Ten (10) years' working experience in the Information Technology field with at least 3 years at a senior management role;
- ➢ Sound technical competencies in Information Systems Management;
- ➢ Flexibility to work outside of regular working hours to meet deadlines;
- ➢ Excellent human relations skills.

Application Requirements:

We are inviting interested persons who meet the requirements to apply by submitting a cover letter and detailed Resume no later than **August 15, 2025** to.

The Manager - Human Resources & Industrial Relations
P.O. Box 631
Kingston 6
Or email: hr@nicjamaica.com

Please note that only shortlisted candidates will be contacted.