GOVERNMENT OF ST. VINCENT AND THE GRENADINES

PERSONNEL DEPARTMENT

VACANCY

POST OF SYSTEMS ADMINISTRATOR,

INFORMATION TECHNOLOGY SERVICES DIVISION

Applications are invited from suitably qualified persons to fill the post of **SYSTEMS ADMINISTRATOR, INFORMATION TECHNOLOGY SERVICES DIVISION** within the Ministry of Finance, Economic Planning and Information Technology, Government of St. Vincent and the Grenadines.

CORE DUTIES
The Systems Administrator, who is under the general supervision of the Senior Systems Administrator:
1. Maintain System Security, Policies and Processes;
2. Provide Vendor Management and Systems Disaster Recovery;
3. Facilitate Systems Administration and Support;
4. Provide System Troubleshooting and Repair;
5. Maintain Phone Systems and Mobile Devices Technologies.

QUALIFICATIONS AND EXPERIENCE
- A Bachelor's Degree in Computer Science, Web Technology, Network Administration or in the relevant discipline from an accredited institution.
- A certificate in Oracle, A+, N+, MCSE would be an asset.

- A Minimum of five (5) years working experience in Information Technology.
- A Minimum of three (3) years' experience in UNIX/LINUX Systems Administration in an enterprise-wide computer networks.

SALARY
Salary is payable in Grade E: $55,596 x $3,156 - $71,376

CLOSING DATE
Applications, accompanied by curriculum vitae, proof of qualifications and two references should be submitted to the Chief Personnel Officer, Service Commissions Department, 2nd Floor Ministerial Building, Halifax St., Kingstown, to reach her no later than May 3rd, 2024.