



# Government of St. Vincent and the Grenadines

## POST OF SYSTEMS ADMINISTRATOR

### MINISTRY OF HEALTH, WELLNESS, ENVIRONMENTAL HEALTH AND ENERGY

Applications are invited from suitably qualified persons to fill the post of **SYSTEMS ADMINISTRATOR** at the Ministry of Health, Wellness, Environmental Health and Energy

### QUALIFICATIONS AND EXPERIENCE

- Minimum of a Bachelor's degree in information technology or Computing related field
- A minimum of 2 years Database Administration experience and excellent hardware troubleshooting skills.

### CORE DUTIES

The duties of the officer appointed to the post will include the following:

- Assisting with the Management of Hardware Maintenance.
  - Maintain computer systems.
  - Troubleshooting computer and other hardware systems problems and diagnosing and solving hardware/software faults.
  - Develop clearly defined Application Programme Interfaces (APIs).
- Assisting with the management of software Maintenance.
  - Test, debug, and document major complex computer programmes, modules, subsystems, or applications.
  - Coordinate the maintenance programming tasks and/ or analyze and solve problems on existing programmes or applications.
- End-user Support.
  - Providing end-user training and support at all health centers and hospitals.

### SALARY

Salary is payable at the rate of \$56,988 x \$3,240 - \$73,188 in Grade E.

### CLOSING DATE FOR APPLICATIONS

Applications accompanied by proof of qualifications, along with two (2) recent testimonials, should be sent to the Chief Personnel Officer, Personnel Department, Ministerial Building, 2nd Floor, Halifax Street, Kingstown, no later than **July 20, 2026**.