EASTERN CARIBBEAN SECURITIES EXCHANGE LIMITED

VACANCY

Applications are invited from suitably qualified individuals to fill the position of **Information Technology Officer** at the Eastern Caribbean Securities Exchange (ECSE), Basseterre, St. Kitts.

Job Summary:
The primary responsibility of the IT Officer is to perform IT application support and network administration of the ECSE and its subsidiary, the ECCSD.

Responsibilities:
The basic responsibilities of this position include to:

- Administer and maintain SQL Server databases and backup systems.
- Liaise with end users to identify modifications needed to existing applications and where necessary assess and recommend new applications to meet user requirements
- Assist with the development of system designs and application specification using industry best practices.
- Assist with the configuration, administration and maintenance of network equipment and virtualized server environments.
- Install, maintain and upgrade computer equipment, systems and applications and provide timely helpdesk support for end users.
- Administer network and data security policies, including directory, group policy, firewalls, end point protection, email security and intrusion detection and prevention and recommend changes where necessary to network and data security policies.
- Draft or update technical policies and procedures for all IT systems, tasks and in-house built applications including user guides and system manuals.
- Deliver training to end users on the use of new or existing systems or applications.
- Liaise with vendors to ensure timely service delivery and ensure that contractual obligations and terms of SLAs are met.

Requirements:

Qualifications:
- Bachelor's Degree in Computer Science or an Information Systems related field.
- Information security related certification e.g. CompTIA Security+, GIAC, CISSP etc.
- At least three (3) years' experience as an IT officer. Experience working in the financial services sector will be considered an asset.
- Experience in the following would be an asset:
    - Virtualization technology e.g. VMWare and Hyper-V Administration etc.
    - Developing web and desktop applications utilizing VB.NET, PHP, CSS/HTML etc.
    - Windows and Linux Server Administration

- o Database Administration
- o SWIFT Payment Network Administration

Skills:
- A positive attitude and strong work ethic.
- Effective oral and written communication skills.
- Excellent problem solving and analytical skills.
- Strong organisational and prioritisation skills;
- The ability to multitask, meet deadlines and be flexible to work beyond normal working business hours as necessary
- The ability to learn quickly on-the-job and adapt to a high paced and dynamic environment.
- The ability to work on your own initiative while being able to effectively function as part of a team.

Salary
Salary will be commensurate with qualifications and experience.

Interested persons should submit a completed "ECSE Application for Employment" form (available on the ECSE's website - www.ecseonline.com), together with their curriculum vitae, two (2) original references, and certified copies of certificates, to recruitment@ecseonline.com for the attention of:

The Managing Director
Eastern Caribbean Securities Exchange
P.O. Box 94
Basseterre
St. Kitts

To reach no later than **8th July 2024**