



FEDERATED STATES OF MICRONESIA DEVELOPMENT BANK

P.O. Box M
Kolonía, Pohnpei FM 96941

Opening Date: February 27, 2019

Closing Date: March 29, 2019

POSITION ANNOUNCEMENT NO. 2019-002

It is the policy of the FSM Development bank that FSM citizens be given first priority for employment consideration, with other Micronesians, U.S. citizens, and other nationals utilized in positions for which no qualified citizens are available.

POSITION:	INFORMATION TECHNOLOGY MANAGER
LOCATION:	FSM Development Bank, Headquarters, Kolonia, Pohnpei
SALARY:	\$21,361.60 minimum per annum, Higher Salary may be Considered Depending on Qualification

GENERAL DUTIES AND RESPONSIBILITIES (Illustrative only):

1. Manage the IT division on a daily basis, direct and implement the bank's IT strategic plans, policies, procedures and other applicable laws to achieve the goals of the Bank;
2. Identify technology needs, requirements and standards to update and improve Bank's system software including providing recommendations of potential acquisition of appropriate computer hardware, software, programs, equipment, tools and devices;
3. Manage the overall Bank's communication network system and security plan to prevent or minimize adverse system failures and ensure resiliency or safety of the Bank's computer information systems;
4. Plan, establish and implement contingency measures to ensure the continuity of services in case of major hardware and software failure;
5. Plan, develop and implement training programs for management and employees for the usage and safety for all bank's computers, devices, and software;
6. Manage and maintain all other aspects of the operation of information communication technology and functional network systems for the Bank, including software applications, network, servers, backup, phone systems and computers in accordance to approved Bank's policies and procedures;
7. Manage multiple cloud-based or hosted server systems according the Bank's policy;

**The FSM Development Bank is an equal opportunity employer, provider and lender. For Discrimination Complaints,
Please write to: the Chairman of the Board of Directors, P.O. Box M, Kolonia, Pohnpei FM 96941**

8. Manage communications and working relationships between IT and other departments within the Bank as well as outside IT consultants or service providers;
9. Supervise all works in the IT unit or division;

SUPERVISORY RESPONSIBILITIES:

Supervises the System Administrator and staff of the IT unit. Carries out supervisory responsibilities in accordance with the Bank's policies, procedures and other applicable laws. Responsible for training, planning, and directing work; appraising performance and recommending changes to management, addressing complaints and resolving problems.

QUALIFICATIONS REQUIREMENTS:

Bachelor's degree in Computer Science, Information Technology, and Information Management or related fields from accredited college or university; and five (5) years related experience and/or training; or equivalent combination of education and experience, preferably in banking. Specialized training or extensive experience in information management and computer network systems. Experiences in management, supervisory position in systems analysis, design and programming. Possess skills and experience in leading teams, problem-solving, dealing with customers, reporting to management and Board.

SKILLS: Ability supervise works relating to computers operating systems such as Windows, Mac OS and other computer platforms. Ability to strategically plan tasks, lead teams in performing advanced Installation, configuration and maintenance of system servers and networks. Ability to manage teams to analyze technical problems, define solutions and implement plans. Ability to learn and develop new computer systems.

CERTIFICATIONS:

IT Project Management, Microsoft Technology Associates, System Security, Windows, Mac OS and other operating systems.

FILING INSTRUCTIONS:

All applications, curriculum vitae, and at least three letters of reference shall be completed and submitted to: FSMDB Corporate Office in Kolonia, Pohnpei, or any of the FSMDB Branch offices in Chuuk, Kosrae and Yap State. You may mail to: FSM Development Bank HQ, P.O. Box M, Kolonia, Pohnpei FM 96941; or fax to 320-2842 or by email to: loverh@fsmdb.fm, on or before March 29, 2019.

The FSM Development Bank is an equal opportunity employer, provider and lender. For Discrimination Complaints, Please write to: the Chairman of the Board of Directors, P.O. Box M, Kolonia, Pohnpei FM 96941