

MINISTRY OF WORKS AND TRANSPORT

DEPARTMENT OF ADMINISTRATION AND CENTRALISED SUPPORT SERVICES DIRECTORATE OF CENTRALIZED SUPPORT SERVICES DIVISION: INFORMATION TECHNOLOGY

Post Designation	:	Senior Analyst Programmer Grade 7
1xPost	:	Windhoek
Salary Scale	:	N\$ 291, 128 –N\$ 347, 926
House Allowance	:	N\$ 17, 424 per annum
Transport Allowance	:	N\$ 10, 512 per annum

Minimum Requirements: An appropriate Diploma in Programming on NQF Level 6 plus six (6) years relevant experience in Java Programming.

Additional Qualifications: An appropriate Degree in Software Development will be an added advantage.

Required Knowledge and skills: Six (6) years' experience in System Development, Java Programming SQL administration, querying and development, open-source application development, Java and Linux environment. Through understanding of the design and implementation of management software, database management, enterprise application integration, program testing and business analysis. Independent decision-making capability and proactive problem-solving skills. A team player committed to work in a continuously improving environment. Highly developed negotiation and relationship building skills. Good verbal and written communication skills.

Specific duties:

The incumbent will be in charge of the Section System Development.

Designing and developing applications/system.

Testing, installing, evaluating and maintaining systems and programs.

Development of technical specifications.

Maintenance of computer systems and programming guidelines by writing and updating policies.

Assisting application development projects by providing advice and support system development standards.

IT Project planning, management and reporting.

Prepare the section budget and submit to the Deputy Director: Information Technology for IT projects and programs aligned with the annual plan.

Enforce disciplinary code of conduct among staff members of the Section.

Provide support to the programming team.

Roles and responsibilities:

- Analyzing and modifying existing systems and developing new ones to resolve problems based on the needs of the Ministry.

- Designs, test and implement new systems, maintain and modifies existing applications to meet the needs within the limitations of current or proposed computer system.
- Designing, defining, testing, installing and maintaining software to improve efficiency in the Ministry.
- Support systems recovery processes in the event of problems.
- Diagnoses and resolve major system problems.
- Identify and evaluate new software products and techniques to improve service quality.
- Analyze system performance, make and implement recommendations regarding system improvements and system tuning.
- Management of suppliers, software versions and licenses and planning for software.

Enquiries: Mr. J T Pohamba Tel: +264 61–208 8640 / Ms. P Simataa Tel: +264 61 -208 8126

Applications must be submitted on form 156043 obtainable from any Public Service Office and should be accompanied by certified copies of qualifications, Transcript of Academic Record, ID document, together with comprehensive Curriculum Vitae and copy of the confirmation of probation letter. Applicants from outside the Public Service should attach their Certificate of Service and or confirmation of employment. Previously disadvantaged and persons with Disabilities who meet the advert requirements are encouraged to apply. The applications must be submitted to the following address:

**The Executive Director
Ministry of Works and Transport
Private Bag 13341
Ausspannplatz
Windhoek**

OR hand delivered to:

**The Human Resource Office
Ministry of Works and Transport
Registry Office, Room 101
First floor**

NB! Only shortlisted candidates will be contacted and documents will not be returned. All supporting documents (ID's, Qualifications, and References) must be originally certified by the Namibian Police. Foreign qualifications must be accompanied by NQA evaluation. Failure to complete all items on the application form for employment and not attaching all the required documents will disqualify the application.