



VACANCY ANNOUNCEMENT

ICT Officer

We are a leading SACCO in provision of financial services to its members looking for young, energetic and qualified ICT personnel to work with our Microsoft Dynamics Nav System.

Responsibilities for the ICT Officer

- Advise on the strategic direction of key electronic resources including websites and information databases.
- Ensure the Link for critical service is up and minimize down time by follow-up with service providers.
- Develop and implement the e-market that will see members transact on a fully functional online system from wherever they are.
- Format the ICT systems to produce tailor-made reports as per the management requirements.
- Advise on upgrading, modifying and/or replacing of computers and accessories and other IT materials as well as their maintenance.
- Act as technical and Communication Bridge between IT, accounts, credit and other departments in the practical applications of information technology.
- Act as a frontline contact point for the organization help Desk for IT related queries and complaints.
- Maintain a high standard of operational control including adherence to Risk Management and Compliance guidelines including SASRA's ICT guidelines.

ICT Officer Job Qualifications

- A Bachelor's degree in IT related field with qualified professional IT certification, such as CISCO and ORACLE.
- At least 3 years' working experience with 2 years' carrying out IT related functions in a busy office.
- Age should be between 25 - 45 years.
- Clearance certificate with CID and Credit Reference Bureau.
- Interpersonal/formal communication (oral and written) skills.

How to Apply

If you are up to the challenge, possess the necessary qualifications and experience, please send your application letter including your expected salary, detailed Curriculum Vitae, certificates and testimonials to:

**The Chief Executive Officer
Nufaika SACCO SOCIETY Ltd
P.O Box 735-10300
Kerugoya**

On or Before Tuesday 1st August 2023.