

INTRODUCTION

Position : Head-Information Technology

Department : Information Technology

Reporting to : Chief Operating Officer

Key Responsibilities

- Head the overall IT Team
- Oversee Operation, maintenance, and up-gradation of IT equipment.
- Oversee operation, maintenance and up-gradation of software maintained and operated at our end.
- Oversee operation, maintenance and up gradation of its Security equipment and application.
- Liaise with the application, hardware and database vendor and support team along with data center.
- Liaise with the payment networks for maintenance and enhancement of network connectivity and uninterrupted services.
- Support in upgradation of the IT security policies and procedures
- Implement, develop, and upgrade IT operation policies and procedures.
- Supervise maintenance of our website
- Implementation and maintenance of PCI DSS and PCI PIN requirements and any further IT mandates/certificate as per requirement
- Represent IT department in management meeting/decisions on devising new product /policy application.
- Devising requirements /targets and budgets for operation and new developments in IT department. Mentor team, recommend training for team development.
- Should be able to independently conduct IT development projects.

Skills

- Good Communication and interpersonal skill
- Strong leadership and engagement skills with In-depth industry knowledge
- Problem solving and decision -making skills with the ability to consider options for flexibility.
- Good strategic planning, execution and change management skills.
- Should possess a very sound knowledge in network Management, network Security and virtualization of network equipment.
- Should possess a very good knowledge Oracle, Oracle advance Encryption Security, Oracle Data Guard, Oracle Web Logic, and Oracle Cluster
- Should possess knowledge in AIX Operating system, AIX Cluster and virtual I/O virtualization.
- Should possess a good knowledge of SQL.
- Should have conceptual knowledge in report building and business intelligence development.
- Should have knowledge of windows server management, Active directory, and virtualization.
- Should have conceptual knowledge of FIM/SIEM implementation and monitoring.
- Should have conceptual knowledge of PCI DSS requirements and mandates.
- Should possess knowledge and experience in application development process and procedure.
- Should have experience in development of policy/procedure/guidelines and generation of business requirement/BID documents.

Qualification

- Bachelor's degree in information technology, BE in Electronics and Communication or equivalent. Master's degree preferred.
- Minimum 5 years of experience in relevant field.
- Age should not exceed 55 years.

Individuals with the required qualification are encouraged to send their resume by visiting: hr@neps.com.np by 9th April 2023 5 pm. For detail job profile, please visit: www.neps.com.np