

JOB OPPORTUNITY – HEAD OF IT

Databank is the leading investment firm in Ghana. Our mission is to help Ghanaians achieve financial independence by providing financial literacy and offering a diverse range of investment products and services. Databank has consistently been at the forefront of product innovation and cutting-edge investment solutions. Databank offers investors a range of products and services that include mutual funds, wealth management, institutional funds, pension fund management, brokerage services, corporate finance and research services. Databank is looking for a self-motivated and innovative person for the role of **'Head of IT**.

Are you the ideal candidate? If you are, send your application by email to careers@databankgroup.com by close of business on Friday **22 September 2017**. The subject of your email application should be "Head of IT".

Job Purpose & Summary:

Responsible for providing general oversight of the IT infrastructure, provisioning, planning, installation and operation as a key business partner to deliver and enhance technology platforms and systems to deliver exceptional IT solutions to the business and clients.

Duties and Responsibilities:

- Provide overall IT governance for the firm
- Develop and implement IT strategy, policies, procedures and standards including those for architecture, security, disaster recovery, standards, purchasing, and service provision to improve delivery and customer satisfaction
- Develop standard operating procedures and best practices, including providing written protocols and guidance to IT staff and end-users.
- Manage the deployment, monitoring, maintenance, development, upgrade, and support of all IT systems, including servers, PCs, operating systems, telephones, software applications, and peripherals.
- Lead the resolution of complex hardware, software, server and infrastructure issues, with both on-site and on-call capacity for our network
- Research, provide technical advice to procure and implement relevant latest technologies to meet business and system requirements
- Manage the system hardware, operating systems, software, and procedures that adhere to the firm's values and goals.
- Coordinate and outsource contracts for various IT services as well as build/manage relationships with 3rd party suppliers / vendors
- Ensure compliance with appropriate IT governance regulations
- Oversee systems development and enhancement and the integration of new systems with existing systems.
- Work with key staff to develop strategies and plans to enhance client services, improve user effectiveness, and foster innovation.
- Recruit, select, develop, evaluate and manage IT team members.

- Oversee provision of end-user services, including help desk and technical support services.
- Manage telecommunications infrastructure and development plans, projects, policies and procedures.
- Undertake any other related responsibilities as assigned by the Group CEO.

Experience

- Degree in Computer Science
- A Masters' degree in Finance, Banking, Management Information Systems or related field will be an advantage
- A minimum of 5 years of relevant experience with 3 years in senior management position.

Skills/Competencies

- Good Knowledge in Microsoft SQL and Oracle
- Programming knowledge of Web/Desktop Applications. Languages (C#, Java, ASP.NET, PHP, Visual Basic, etc)
- Operating Systems: Microsoft Windows/ Linux/ Mac OS
- Active Directory Implementation and Management
- Ability to be innovative and adapt to newer technologies for business solutions.
- Willingness to work for long hours and with good communications skills.
- An understanding of network systems infrastructure in a banking environment
- Efficient project management skills
- Familiarity with programming languages such as VB and JAVA
- Good analytical skills in troubleshooting and problem-solving.