

JOINT CLINICAL RESEARCH CENTRE (JCRC)



The Joint Clinical Research Centre (JCRC) is an indigenous medical organization that was established in 1991 as a limited liability not-for-profit Joint-venture between the Uganda Ministry of Health (MoH), Ministry of Defence and Makerere University Medical School (now Makerere University College of Health Sciences). JCRC is located on plot 101 Lubowa Hill Off Entebbe Road P.O. Box 10005 Kampala.

Joint Clinical Research Centre seeks to recruit a dynamic, motivated and innovative candidate for the following position;

Job Title: Head ICT

Department: ICT

Reports to: Director Finance and Administration

Directly Supervises: IT staff.

Job Summary:

The Head ICT is responsible for the management of all ICT activities in JCRC and guide management on strategic direction, technical expertise and guidance in ICT related projects. He/she shall ensure that there is effective ICT support across JCRC functions, processes and activities.

Duties and Responsibilities

1. Oversee all ICT operations within JCRC including setting short-term and long-term ICT implementation goals.
2. Manage the implementation, development, monitoring, maintenance, upgrading, migration, replacement, integration and support of JCRC's ICT Hardware and Software in line with JCRC's objectives. This includes but is not limited to operating systems, servers, PCs, software apps, telephones, and peripherals.
3. Liaise with other departments, system users and other stakeholders to determine and address their ICT needs and requirements and to optimise the use of ICT.
4. Protect JCRC's enterprise information, data, systems, networks, and applications from both internal and external threats.
5. Ensure that JCRC has a suitable disaster recovery mechanism and adequate contingency plans to minimize disruption to business operations.
6. Analyse ICT infrastructure and systems performance to assess operating costs, productivity levels, upgrade requirements, and other metrics and needs.
7. Facilitate ICT security audits or investigations.

8. Develop and maintain relationships with external ICT vendors and service providers.
9. Making sure written documentation is created and maintained. This includes user and system manuals, license agreements, and all documentation relating to modifications and upgrades.
10. Perform any other duties as assigned.

Qualifications and Required Experience.

1. A bachelor's degree in computer science, information technology, information systems or a related field.
2. Master's degree in computer Science, or similar academic training
3. Minimum of -8 years of general experience with at least 5 years at management level in an ICT service delivery environment
4. Excellent understanding of computer systems, security, network and systems administration, databases and data storage systems, and telecommunications systems.
5. Knowledge and experience in C# programming language, Microsoft .net framework, web services, SOAP architecture, Microsoft SQL Database Management System.
6. Is familiar with SQL Server Reporting Services and/or SQL Server Integration Services
7. Demonstrated experience analysing business processes, gathering requirements and developing code to meet those requirements
8. Demonstrated experience in integrating disparate information systems using industry-standard methods, tools and technologies
9. Able to effectively prioritize and execute tasks
10. Excellent communication and interpersonal skills.
11. Strong leadership and project management skills.
12. Solid analytical and problem-solving skills.

All applications should be addressed to The Manager Human Resource & Development Joint Clinical Research Centre via Email: jobs@jcrc.org.ug. Applicants are **STRICTLY** advised to apply with a cover letter and CV combined in one PDF document not exceeding six pages **quoting the position you have applied for in the email subject line**. Anyone who doesn't follow the application procedure will automatically be disqualified.

Deadline: Friday 7th July, 2023 at 5:00pm

Note: JCRC is an equal opportunity employer. Any attempts of influencing the recruitment process will lead to automatic disqualification.