CAREER OPPORTUNITY

Manager, Application Development

Job Summary

The incumbent is accountable to the Director, Information Technology and Business Processes for the effective and efficient elicitation of business needs and the translation of these needs into in-house developed software solutions. This is accomplished via astute leadership and management of the Application Development team and liaising with stakeholders internal and external. The solutions determined will be within the mandate of the Integrity Commission's Act and will ensure the Entity achieves its Mission and Vision in a sustainable manner.

Major Responsibilities

1. Leadership in expanding, maintaining and adapting the in-house developed software platform to industry best practices

2. Ensures enterprise level interoperability between software systems deployed across the organization

3. Management of the software development process. This starts with the definition, verification and validation of business needs, involves all stages of the software development process and ends with the review of implemented solutions.

4. Management of all software development projects

5. Communication of application development concerns to relevant stakeholders

6. Engages in strategic planning at various levels to ensure enterprise wide solutions and software silos are avoided

7. Facilitates assistance or assist all organization units in the determination and verification of business needs. This includes new software components or changes to existing software solutions

8. Facilitates elicitation or assist with the elicitation of business requirements. The incumbent will be responsible for the extraction of the needs and capabilities of the proposed software or software change.

9. Facilitates or assist with stakeholder management ensuring all persons affected by or associated with proposed software or software changes are engaged in a timely manner.

10. Determining impact of proposed software or software change on stakeholders.

11. Facilitates or assist with the verification and validation of business requirements. Ensure that stated business requirements will efficiently accomplish the intended results.

12. Facilitates or assist with the creation of software requirements based on business needs. These include functional and nonfunctional requirements.

13. Facilitates or assist with the investigation and provision of solution options based on stated business requirements.

14. Development of Key Process Indicators and evaluation criteria for the Application Development Unit.

15. Development of software upgrade and versioning plans for in house developed system based on internal and external factors in the IT landscape

16. Assesses the performance of the Application Development Unit to determined areas of excellence and opportunities for growth/improvement.

17. Assists in Integrity Commission enterprise planning activities especially as it relates to the use of Information Technology and how it can assist, integrate, automate and expedite processes to realize business needs in a timely and efficient manner.

18. Liaises with all members of Information Technology and Business Processes Division as necessary to determine the Division's capacity to support solutions needed to satisfy business requirements.

19. Makes suggestions to organization on ways to improves business functions via automation.

20. Automates repetitive Unit tasks.

Minimum Required Qualifications and Experience

- Undergraduate Degree in Computer Science, Management Information Systems, Business Administration, or other related field, or

- Formal Training in the Project Management and/or Business Analysis.

- Minimum of three (3) years' experience in a similar position, preferably in a Public Sector Organisation.

Other Desirable Qualifications & Experience that would be an asset

- Project Management Certification – PMP, PRINCE2, CAPM
- Certification in Business Analysis – CBAP, CCBA, PMI-PBA
- Agile Development Certification
- Business Process Modelling Certification

Desired Skills & Competencies

- Shares the Commission's values, mission and vision.

- Stakeholder engagement skills.

- Excellent Leadership Skills

- Excellent Management Skills

- Project Management and Business Analysis knowledge and principles

- Analytical Skills.

- Reasoning Power - ability to timely assessment of situations.

- Ability to communicate with persons of varied Information Technology competencies in both written and oral formats and to deal effectively

- Ability to represent process of varied complexity in a in simple, easily understood, nontechnical manner

- Anticipates and solves problems and takes advantage of opportunities.

- Ability to inspire confidence of others, command respect of others and to respect the dignity of others.

- Proficiency in the use of Microsoft Office Suites.

- Proficiency in the use of Project Management software.

- High level of confidentiality, honesty and integrity.

- Works on own initiative, trustworthy and result oriented.

- Effectively plan and manage time.

Specific Knowledge

- Software Project Management Domain.

Working Conditions

- Typical office environment.
- Regular and scheduled hours.

EMOLUMENTS PACKAGE

Basic Salary: $6,333,301.00 per annum

GENERAL

Appointments will normally be on the basis of a Three-year Contract in the first instance, which is renewable based upon performance. A Gratuity of 25% of Basic Salary is payable upon the satisfactory completion of the contract period.

STATUTORY DECLARATION OF ASSETS

Please be advised that, *where applicable*, only persons who have submitted Statutory Declarations of Assets, Liabilities and Income, as required, to the Integrity Commission and the former Commission for the Prevention of Corruption, can be considered for employment to the Integrity Commission.

Applications, along with Curriculum Vitae, must be submitted no later than:

Friday, January 31, 2024, at **3:30 p.m. by hand** or **electronically, by 11:59 p.m.** to:

The Human Resource Manager
Integrity Commission
6th Floor Sagicor Sigma Building
63-67 Knutsford Boulevard
Kingston 5

Or email: vacantpositions@integrity.gov.jm

All applications will be treated with the strictest confidence. We regret that only Applicants who are shortlisted will be contacted.

Please be advised that the successful candidate will be subjected to background checks.