



JOB DESCRIPTION

POSITION TITLE:	IS Analyst
JOB REFERENCE:	ISA/2023/7
REPORTS TO:	Manager ICT Services
SECTION:	Information Systems and Digital Transformation
DEPARTMENT:	ICT Services

JOB SUMMARY

The IS Analyst will be responsible for the development of quick-win web/mobile applications for the Airport/Company as well as the implementation, management and support of back-office IT systems (including but not limited to Accounting/Billing systems, HRMS, Payroll, T&A, DCS, CMMS, Procurement, etc), privileging implementation of SaaS solutions v/s on-premise solutions where applicable.

PRINCIPAL ACCOUNTABILITIES

- Develop medium-to-low complexity web/mobile applications, including design, coding, testing, documentation, deployment, support and maintenance using Secure SDLC principle, to simplify and support the Airport/Company business processes. Proactively engage in the remediation of software issues such as code quality, pattern mismatch, and security issues related to the code/configuration.
- Install/configure, maintain/manage, monitor and support on-premise and SaaS back-office Information Systems and related hardware; regularly monitor product notifications from vendors, and plan and execute systems rollouts and upgrades, including application of bug fixes/patches, and software/driver/firmware updates as per systems' manufacturers' recommendations and best practices; user access management; provide support and training on back-office information systems to end-users.
- Participate in preparation of technical specifications for systems upgrades, acquisition of new or innovative software and assist in the bids evaluation process.
- Implement and maintain the Airport/Company website platform and mobile application, including application system rollouts and upgrades, application of bug fixes/patches, and software/driver/firmware updates as per platform manufacturer recommendations.
- Provide Tier-3 support as per the IT Incident response plan in place. Troubleshoot, identify, isolate, and resolve systems level problems - with the support of the vendor if applicable.

PRINCIPAL ACCOUNTABILITIES

- Collaborate with cross-functional teams to ensure availability, integrity, security, reliability, and scalability of Information Systems in line with business demands and as per IT policies and procedures in place; participate in IT disaster recovery and business continuity development, planning and testing.
- Implement systems and data backup plans in compliance with data backup policies in place.
- Implement data archiving and purging plans in compliance with data retention policies and procedures in place.
- Implement security and data privacy controls (policies, procedures, and technologies) measures and prioritize fixes for identified systems vulnerabilities without diminishing user productivity and in compliance with IT security policies in place; implement systems log archiving plans for identification of root cause of problems in compliance with IT security policies in place.
- Maintain accurate and complete documentations for back-office information systems; Keep records of software and license inventory, incidents, systems downtime, preventive maintenance, software upgrades and updates in compliance with IT asset management policies in place.
- Perform other duties as may be assigned by the Manager ICT Services

PERSON SPECIFICATION

Knowledge:

- H.S.C with three A-Levels including Mathematics
- Bachelor (Hons) Degree in Computer Science or related field from a recognized institution acceptable to ATOL
- 3+ years of proven post-graduate experience in software development activities including analysis, design, coding, testing, certification, documentation, deployment, support and/or maintenance, preferably with at least 1 year experience in the implementation of mobile/web technology solutions

Skills:

- Knowledge of JavaScript, PHP, HTML5/XHTML and CSS3 and Drupal(CMS)
- Familiarity with Ubuntu OS, Apache and Nginx desirable
- Excellent critical thinking, analytical and problem solving abilities
- Creative thinking
- Good written and oral communication, presentation, reporting skills
- Excellent time management and multi-tasking skills
- Good interpersonal skills
- Results-oriented and pay attention to detail.
- Good team player and able to meet tight deadlines
- Ability to challenge the status quo and think outside the box

Attitude:

- Must have a positive and can do attitude.

- Willing to go the extra mile to make things happen.
- Display a strong desire to learn new things and keep abreast of new technologies.
- Be enthusiastic and proactive.
- Must be prepared to work during odd hours

OTHER INFORMATION

How to apply?

If you believe you have the right profile and can take up the challenge, please send the following documents by registered post **not later than 26 April 2023 at 15h30** local Mauritius time.

1. Motivation letter
2. Full resume/ CV
3. A photocopy of National Identity Card
4. Copies of educational certificates with letters of equivalences from the MQA as applicable.

Applications should be addressed to:

Human Resources Department
Airport Terminal Operations Ltd (ATOL)
Passenger Terminal Building
SSR International Airport
Plaine Magnien
Mauritius

Notes:

- The successful candidate will initially be employed on contract basis for a period of one year with the possibility of permanent employment thereafter based on satisfactory performance.
- Job references should be specified on the envelope and your motivation letter.
- Only the best qualified candidates will be called for the interview.
- Applications received after the closing date will not be considered.
- Canvassing in any form will entail disqualification from the selection process.
- Prior to appointment, the successful candidate will be required to submit a certificate of character as per the Company Policy.
- Applicants should be Mauritian Nationals.

ATOL reserves the right not to make any appointment following this advertisement without incurring any liability towards any applicant.

An Equal Opportunity Employer