

VACANCY



Job Title: IT SECURITY ADMINISTRATOR
Reporting to: HEAD OF INFORMATION TECHNOLOGY

Job Summary

The ICT Security Administrator will coordinate and monitor the data security of banks information systems, compliance with standard ICT security practices, providing consultation and creating a general awareness on the ICT security to all staff.

Major Duties and Responsibilities	Minimum Education Qualification
<ul style="list-style-type: none">• Coordinating the Installation, configuration, upgrading and updating of software and Hardware security, Logical & Physical security to all the Banks systems/requirements and Data and storage.• Coordinating monitoring of servers and applications for errors and performance /security problems.• Monitor system resource usage and changes in user access rights in terms of security.• Coordinating end of Period processing, system and data backup processes and archiving of data.• Carry out end of day processes in order to update customer balances and generate offline balances for branches in line with ICT policy and procedures.• Maintaining user access rights for the banking systems in line with the ICT policies and procedures.• Implement and Monitor Intrusion attack attempts / Data theft attempts and deletion and prevent the data loss and un-authorized access to the bank infrastructure.• Monitor the IT network for violations and attacks in line with the IT security policy.• Test the effectiveness of the security safeguards in place and prepare and test the IT disaster recovery plan (DRP) in line with the IT security policy.• Draw up a Business Impact Analysis (BIA) for IT systems and carryout an IT system Risk Assessment and produce a report for management in line with Basel II Capital accord.• Ensure appropriate Proxy servers and firewalls are in place and monitor all the logs.	Work Experience
	Minimum of 3years demonstrated experience in IT systems & Security administration.
	Key Required Skills
	<ul style="list-style-type: none">• Knowledge of the CISCO routers and switches, Linux/Solaris Security• Knowledge of the network design• Knowledge of the minimum space required for the system to run• Understanding of Back up and data recovery procedures• Knowledge of procedure for installation and configuration of data bases• Understanding of System development cycles• Knowledge of Firewalls/proxies and Routers/switches• Understanding of Network scanners/ vulnerability assessment tools• Demonstrated good customer service orientation• Good communication skills• Ability to quickly troubleshoot and resolve/escalate issues as required

All interested candidates who meet the criteria indicated above are requested to send their applications, and updated Curriculum Vitae to the following email: recruit@orient-bank.com

Deadline is Wednesday 3rd March, 2021 at 5:00pm

Note: Only shortlisted candidates will be contacted