

Associate Manager IT Department

The Job

- Review activities of IT Operations, monitor policies & procedures and checklists are followed
- Responsible in forecasting IT operation requirements and planning for expansions based on feedback received from operation and leadership teams.
- Ensure in providing a stable, secure and effort free operational environment for all core banking and electronic delivery channels with minimum or no interruption to banking operations
- Ensuring implementation procedure and processes for all IT operation activities
- Engage and provide the assistant to IT operations and infrastructure projects
- Effectively manage the branch expansions and relocation and requirement fulfilment
- Ensure timely resolution of all requests through a ticketing system and the all the tickets are attended by the team and closed as per policy and service level agreements
- Ensure identification of vendors as per procurement policy and renewal of vendor Service Level Agreements on time.
- Engage with business lines to forecast IT budget yearly and preparation of Board papers, Capex forms and Memos.

The Person

- Possess BSc IT or similar degree/ qualification
- Possess minimum 5 years of Information Technology experience
- Possess good communication, presentation and negotiation skills
- Possess strong analytical, problem solving skills and pay attention to detail

Please login to <https://www.ndbbank.com/careers> to apply on or before 4th June 2021.

We will correspond only with the shortlisted applicants

"We are an equal opportunity employer"



Vice President, Group Human Resources

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