



VACANCY ANNOUNCEMENTS

About Millennium Challenge Account-Malawi II

The Government of Malawi signed a five-year agreement (“Compact”) with the Millennium Challenge Corporation (“MCC”) to fund specific programs targeted at reducing poverty and stimulating economic growth. MCC is a U.S. government agency focused on assisting countries dedicated to good governance, economic freedom, and investing in people. An Accountable Entity called the Millennium Challenge Account-Malawi II (“MCA-Malawi II”) has been created and designated by the Government of Malawi to implement the Compact.

Malawi Compact

The Compact consists of three projects, namely:

1. The Accelerated Growth Corridors Project (AGC) will focus on reducing transport costs in targeted rural areas. Under the AGC Project, the Road Corridor Improvement (RCI) Activity will target investment in physical upgrades and improvements across different classes of roads within four selected Accelerated Growth Corridors (AGCs) to improve rural access by addressing road conditions and reducing transport costs. The Policy and Institutional Reform and Capacity Building (PIR) Activity will focus on assisting the Government to address policy, legislative, institutional, and funding issues to ensure that road transport in AGC areas is well-maintained and managed.
2. The Increased Land Productivity Project will focus on improving land services, strengthening conditions for increased investment in land and better-functioning land markets through two main activities: the Land Administration Resourcing and Institutions Activity – which will support development, adoption, and implementation of reforms to expand national land-based revenues and address institutional change – and the City Council Land-Based Revenue

Modernization Activity, which will expand coverage and collection of land-based revenues, to increase resources for key services and increase investment in land and finally.

3. The American Catalyst Facility for Development Project will focus on facilitating U.S. International Development Finance Corporation (DFC) investment in Malawi to catalyse increased private investment consistent with Compact objectives and increase the scale and impact of the Compact.

1. Information Technology (IT) Specialist

Position Objective

The Information Technology Specialist, under the supervision of the Manager, Information Technology, is responsible for the delivery and implementation of IT-related services to include network management and data infrastructure oversight, ensuring that services rendered support the work of MCA-Malawi II. This includes applying technical expertise and coordination with pre-selected vendors to implement the MCA-Malawi II IT infrastructure, including set-up and installation of servers, backup services and software.

Duties and Responsibilities

- Provide a wide range of system administration support for enterprise IT systems, including firewalls, switches, routers, Windows servers, Virtual Server technology, shared storage solutions, telephony, and other desktop and server software solutions.
- Implement and support business applications across the MCA-Malawi II network.
- Implement and support backup and recovery systems.
- Plan, coordinate, test, install, build, configure, and deploy Windows servers in both the physical and virtual environment.
- Monitor the network and systems to collect baseline metrics and identify and resolve problems with the efficient operation of systems and networks.
- Provide system documentation and change management planning and support: Create migration, deployment, implementation and test plans, installation/configuration guides, technical specifications, and technical diagrams as needed.
- Communicate regularly to MCA POCs regarding IT project activities and status.
- Keep Data Center infrastructure and IT equipment in operating condition consistent with OEM requirements and performing corrective, adaptive, and preventative maintenance tasks as needed and/or scheduled.
- Apply security and functional patches and upgrades to software and hardware.
- Proactively manage windows updates on all server and workstation systems ensuring systems are kept up to date with the latest security and critical patches.

- Remain familiar with vendor support site navigation to work with support quickly and efficiently as needed for hardware or software needs.
- Technical areas of responsibility include data center environmental (power, cooling, etc.), firewalls, servers, storage, backup & recovery, anti-virus, and network infrastructure.

Education

- Bachelor's degree with 7 years recent Network Management tools integration and design experience. Additional training and experience may be substituted in lieu of a degree.

Experience

- Experience building and managing servers, configuring firewalls and network infrastructure, backing up and recovering data and databases.
- Experience with data center / server room management.
- Experience administering Windows domains.
 - Must be proficient administering Windows Updates, Windows file shares, Windows DNS, Windows DHCP services.
- Experience administering antivirus systems at the server and for user level.
- Experience monitoring network and systems.
- Understanding of network traffic from a protocol/packet perspective.
- Strong ability to multi-task and work independently.
- Experience leading system integration projects as the technical lead.
- Experience working with staff to capture/document requirements.
- Experience working directly with vendors for support and maintenance.
- Strong writing skills.

Preferred Requirements

- Server virtualization (VMWare) and domain management (Windows Server, GPOs, and User Account Management) experience.
- LAN/WAN networking experience (Cisco).
- Data storage (Nimble/HPE) and database management (MS SQL Server).
- Backup system management (Acronis).
- System imaging (Acronis).
- Enterprise Anti-Virus (Sophos).
- Wireless Network Management (Ruckus or Ubiquiti).
- DNS, Wide Area, and Internet/ISP Service Management (Cisco).
- Experience with Windows update technology and processes.

How to apply

Applications for these positions should be sent to: recruitment@mca-malawi2.gov.mw

Applications should be accompanied by the following documents:

1. Curriculum vitae containing detailed work experience.
2. Cover letter confirming interest and availability.
3. Soft copies of education and professional certificates (if available).

The closing date for receiving applications is **11th March 2024**. Please note that only applications received through recruitment@mca-malawi2.gov.mw will be considered. Any applications received through other channels will not be considered. Only shortlisted applicants will be contacted for interviews. Interested applicants should indicate the position title in the subject line of the email.