Our employees are the reason our customers choose HFC Bank and aspire to what's important to them. We're excited to offer our employees opportunities to grow and develop in their career journey. We also provide the resources, support and freedom so employees deliver an extraordinary customer experience. Join HFC Bank and let's aspire and prosper together.

Manager IT Systems

Reporting to The General Manager Information Technology, this role is to develop and implement a strategic plan that focusses on the architecture, planning, implementation and effectiveness of IT Systems within the Banks IT Operations and IT Project Environment. The role will also ensure that all system operations is in line with the IT Systems Strategic Plan, the IT Business Unit strategic plan and HFC Banks overall strategic objectives. The incumbent will maintain an overview of service activity across the business unit and work to gain a wider knowledge of customer service improvement opportunities.

Primary Role Responsibilities include:
• Develop, implement and monitor an IT Systems Strategic Plan for the Bank;
• Provides the necessary support for the planning, administration, maintenance and implementation of the HFC Bank ICT projects and systems across both the Primary site and the DR site;
• Ensures the security, robustness and continuous availability of the following critical systems within the bank across both the Primary and DR sites for the bank;
• Ensures that the HFC Banks DR and BCP systems are full operational and overseeing the testing of these functions on a periodical basis;
• Project managing the implementation of system projects and providing the support required for other project that may require systems;
• Being a key resource and technical lead in major IT projects across the bank;
• Overseeing the administration of Banks FXT Platforms;
• Responsible for ensuring that the daily operational tasks are completed successfully, as required;
• Identify, implement and maintain business process improvement within the Systems team, the IT business unit and across the Bank;
• Ensure the teams compliance with Regulatory and legal requirements;
• Ensure the teams compliance with Audit, Risk and IT Assurance requirements;
• Review, Update and Maintain policies and procedures related to systems and any other area of interest;
• Ensures that IT best practice, IT/ Financial industry and security standards are followed and adhered to within the department and across the organisation;
• Management of vendors, team budgets and direct reports;
• Ensure that all required activities are completed accurately and in a timely manner.

Qualification & Role Requirements:
• A Bachelor's Degree in Computer Science, Information Systems, Software Engineering or relevant discipline;
• Any other certification to support the skills required for this position;
• Knowledge in the following enterprise systems would be a distinct advantage: Windows Systems, Email Systems, Oracle Systems/Appliances and Storage, SAN's and cloud technology;
• Requires strong systems & development exposure across major IT platforms and strong project management acumen;
• Strong knowledge of Systems Administration, Change Management and Information Security concepts and industry standards;
• Relevant experience in IT operations in enterprise organisations and/or financial institutions. A knowledge of IT operations in a Banking environment would be an advantage;
• Ability to manage multiple stakeholders and deliver suitable outcomes;
• Excellent communication and interpersonal skills, dynamic, out of the box thinker, honest, hardworking, ability to adapt, committed, a professional approach, a leader and a team player.

We offer you the opportunity to work in a challenging and creative environment with intellectually stimulating colleagues who are dedicated, energetic and committed. Applications, together with a detailed curriculum vitae, three referees and all relevant details to be forwarded no later than **Friday 1st October 2021** and addressed to:

General Manager Human Resources, HFC Bank, P O Box 161, Suva.

Or by email to **hfcrecruitment@hfc.com.fj** Your interest will be treated in strict confidentiality. Only applications meeting the above criteria will be replied to. We thank you for your interest. Enquiries are to be directed via email to **hfcrecruitment@ hfc.com.fj**

Let's aspire and prosper together!   **www.hfc.com.fj**