

POSITION DESCRIPTION

National Maritime Safety Authority

AM8003 - Database Administrator

Papua New Guinea **National Maritime Safety Authority (NMSA)** was Established by the NMSA Act 2003 and is responsible for promoting, complying with and maintaining world class maritime safety standards in Papua New Guinea consistent with legislation and commitments under National Legislation and International Conventions in order to facilitate a safe, efficient and environmentally responsible shipping sector for stakeholders in government, industry and the community.

Under the mandate, NMSA ensures a fully functioning and effective network of aids to navigation; availability of high quality and up to date navigational charts; that vessels meet the safety standards required by law and international commitments; ensuring seafarers' competency through vigilant examination and certification, and coordinating maritime responses to distress calls and monitoring and controlling ship-sourced pollution.

NMSA is inviting suitably qualified and experienced candidates to apply for this position based in Port Moresby:

Database Administrator

Reporting to the Manager, Information & Communication Technology, this role is responsible to analyse, design, recommend and provide software solutions for NMSA including the management and maintenance of all database. The incumbent is also responsible for identifying and making recommendations to improve current systems processes and systems to enhance NMSA's business operations using modern technologies aligning with best practice standards.

Key Responsibilities:

- Deliver Technical Specification Document, User Requirements Specification and User Manuals consistent with NMSA Software Development Policy & Methodology for either in-house development and/or outsourcing to external developer(s) of Software Applications and system changes
- Research, recommend and implement appropriate tools/applications, procedures & policies and training courses to facilitate effective and efficient Systems Analysis & Design
- Develop best practice standards for supporting NMSA network and Windows Based Domain
- Liaise with users, fellow ICT Team members and/or third-party contractors to analyse and resolve Application issues affecting supported Business Applications availability
- Ensure that databases and database servers are functional and appropriately backed up ensuring recoverability in the case of any data loss
- Make recommendations for any systems/applications changes/improvements to the ICT Manager and senior management.

Expected Competencies:

- Bachelor's degree in Computer Science, Business Computing or Information Technology from a recognized university/institution
- Microsoft Certified Professional (MCP) or equivalent is desirable
- Minimum of 5 years' experience in Systems Analysis & Design, and managing and delivering projects to the business
- Experience in database design and development, applications development and website design and development
- Excellent working knowledge on SQL databases, SQL Servers 2008 and 2014 and access database management
- Prior experience in writing code using modern software languages (C#, Java, C/C++, PHP)
- Exceptional management, organizational skills and ability to multi-task in a small business environment.

This position is open to PNG citizens only.

APPLY NOW

Please visit our website: <https://vanguard.com.pg/vacancies/>

Follow the instructions to complete the online application form and attach the following:
An updated CV, including details of three (3) referees with current contact details.

Full Position Description (PD) can be requested via email jobs@vanguard.com.pg alternatively, call (+675) 7500 7500.

Applications close COB Friday 11th August 2023

Only shortlisted applicants will be contacted

To apply for this position:

- Download and complete the Application Form from <https://vanguard.com.pg>.
- Email the application to jobs@vanguard.com.pg together with a copy of your CV in MS Word format.

Note: Do not include copies of any other documents. You will be asked to provide the originals of certificates etc if you are selected for Interview