Vision: A Modern, Vibrant, Customer Centric Company that delivers value for its stakeholders.

Vacancy – Junior Analyst: Banking Data & Application Support

Section: Business Support Unit
Department: Technology
Office: Windhoek

Primary purpose of position

The Junior Analyst Banking Data & Application Support operates under the direction of Team Lead: Business Support Unit as well as the guidance of the Senior Analyst Banking Support and will be responsible for assisting the senior in the monitoring and operational support of the NamPost banking systems. The incumbent will be responsible to assist the senior analyst in monitoring and maintaining the NamPost banking platforms, payments application systems and end user support.

Main Responsibilities

1. Banking Platform Monitoring & Support.
2. Banking Platforms Operational Services & Support.
3. Systems Administration Effectiveness.
4. Banking Support to Users at the Front-End.
5. 3rd Party/Vendor Support Staff Engagement.
6. Applications/Functional Testing Effectiveness.
7. Projects Execution Effectiveness.
8. Internal Engagement & Relationships Effectiveness.
9. Research, Innovations and Personal Competence Effectiveness.

Educational and experience requirements

A 3 Year Diploma with 1- year relevant experience in either banking, mail & logistics or retail support environment or Certifications and formal recognised courses equivalent to formal ICT degree level with 1 -year relevant experience.

Skills and Knowledge requirements

- Analytical thinking.
- Organisational skills.
- Communication skills.
- Team-leadership skills.
- Interpersonal skills.
- Cause/impact analysis skills.
- Time management skills.
- Knowledge of ISO 8583, ISO 20022 support.
- EMV and PCI DSS compliance.
- Knowledge of Card routing and Switching, Core Banking and Namibian Payment Systems (NamClear), Traderoot TeP suite.
- Knowledge of technical management, programming, Networking, biometric systems support and IT infrastructures.
- Computer Languages: C, JAVA, VB 6.0, Node JS, GitHub repository.
- Computer Platforms: Windows (10 & 7), Microsoft SQL scripting.

Closing Date: 31 October 2024

Candidates who comply with the above criteria and competency areas should register on NamPost's HR Recruitment Portal on the NamPost website (www.nampost.com.na).

The documents that need to be uploaded Cover letter, certified copies of relevant qualifications together with a detailed curriculum vitae.

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