

POSITION 4: International Mid – Term Expert – IT Governance (part time position with possibility of extension to full time)

Application Process – see above and:

1. Deadline for applications: **31 January 2020 / midnight.**
2. Reference of the e-mail should be: **International Mid – Term Expert – IT Governance**
3. **Duration of engagement: as soon as possible, part time with possibility to extension to full time, until end of the project**

Tasks and Responsibilities

The principal responsibility of the Expert will be to support EURALIUS beneficiaries in improving the quality and efficiency of services delivered by their internal IT units. The primary focus will be on setting up and re-organising the IT units covering the courts, prosecution offices and the new governance institutions. The Expert will work on defining the roles and responsibilities of IT units, their internal structure, organigrams, job descriptions and IT policies, on training needs assessment, on the introduction of efficient IT tools supporting the operation of these units and on mid and long-term strategic planning. He/she will also provide input to the IT Strategy of the Justice Sector and take an active part in other activities of EURALIUS Component 4 – IT Infrastructure, as needed.

Required Profile

Specific Requirements

- University degree in Information Systems, Computer Science, Management, Business Administration or a technically related field. Master's degree will be an advantage.
- At least 10 years working experience in IT, at least 5 years experience in a managerial position in a unit delivering internal IT services in a mid-size institution.
- Practical experience with application of industry accepted IT governance standards such as ITIL.
- Experience with managing of the delivery of administration, user support and maintenance services for multi-site, ERP or CRM-class IT systems. Experience with case management systems in courts or other justice institutions will be a strong asset.
- Experience with strategic planning for mid-sized IT units.
- Experience with project planning and implementation, certification in an internationally recognised project management methodology at the practitioner level or higher will be a distinct advantage.
- ITIL certification at the practitioner level or higher will be a distinct advantage.



- Familiarity with the Albanian justice system and the justice reform will be an advantage
- Previous experience of working in the framework of similar donor financed projects would be a distinct advantage.

General Requirements

- Excellent oral and written communication skills in English
- Flexibility and maturity of judgement
- Sound analytical skills
- Ability to work under direction and also to use own initiative
- Ability to communicate effectively at a number of different levels and methods
- Ability to work under pressure and to maintain deadlines
- Political neutrality
- Team and solution orientation
- Suitable profile to work within a multidisciplinary team
- Ability to understand and respect all confidential classifications (both government and trade nature) of any government or trade documents, statements or other information he/ she may be given during the exercise of his/ her duties