



JOB VACANCY ANNOUNCEMENT

IT IS THE POLICY OF THE GOVERNMENT THAT QUALIFIED REPUBLIC OF PALAU CITIZENS ARE GIVEN FIRST PRIORITY FOR EMPLOYMENT CONSIDERATION; WITH UNITED STATES CITIZENS AND, SUBSEQUENTLY, THIRD COUNTRY NATIONALS UTILIZED IN POSITIONS FOR WHICH QUALIFIED REPUBLIC OF PALAU CITIZENS ARE NOT AVAILABLE.

VA #: 202554-2

OPENING DATE: 01/22/2025

CLOSING DATE: 02/18/2025

POSITION TITLE: SYSTEM ENGINEER

SALARY: GL 12/1-5, \$18,860.00 - \$20,672.00 ANNUALLY

LOCATION: DIVISION OF CORPORATE SERVICE
BUREAU OF CUSTOMS & BORDER PROTECTION
MINISTRY OF FINANCE

DUTIES AND RESPONSIBILITIES:

- System and server administration: Administer, monitor, and maintain Bureau of Customs and Border Protection's IT system and servers to ensure optimal performance, uptime, and security.
- Network Infrastructure Management: Oversee the design, configuration, and implementation of network infrastructure, including routers, servers, firewalls, cloud networks, backup and other related technical capacities.
- Security Implementation: Implement security measures to safeguard BCBP's systems and network against potential threats and unauthorized access.
- Backup and Disaster Recovery: Plan and execute regular backups, disaster recovery procedures, and data restoration to ensure data integrity and business continuity.
- Technology evaluation and recommendation: Collaborate with cross-functional teams to evaluate and recommend new hardware, software, and network technologies that align with BCBP's IT strategy and business needs and requirements.
- Performance optimization: Monitor system and network performance, conduct performance tuning, and optimizing resource utilization to enhance overall efficiency.
- Continuous learning and development: Stay up to date with industry trends, best practices, protocols, and emerging technologies to continually enhance BCBP's IT infrastructure.
- Issue diagnosis and resolution: Diagnose and resolve network and system issues, including hardware, software, and connectivity problems, in a timely and efficient manner.
- Auditing and Vulnerability Management: Conduct regular system and network audits to identify vulnerabilities and areas for improvement and take appropriate corrective action.
- Documentation management: Maintain documentation for system configurations, network diagrams, and standard operating procedures (SOPs).
- End-User support: Provide technical support and guidance to end-users, assisting with troubleshooting and resolving IT-related issues.

MINIMUM QUALIFICATIONS AND OTHER REQUIREMENTS:

Must have a bachelor's degree in computer science, information technology, or a related field and equivalent training with three (3) years of work-related experience in systems administration, network, administration or related field. Incumbent should have a solid understanding of network protocols, LAN/WAN, VPN, DNS, DHCP, and other network services; proficiency in managing and troubleshooting windows/Linux server environments; hands on experience with virtualization technologies, such as VMware or Hyper-V; familiarity with cloud computing platforms, such as AWS, Azure, or google cloud; strong knowledge of cybersecurity principles and best practices; excellent problem solving and analytical skills with the ability to work under pressure; and effective communication and interpersonal skills to collaborate with team members and end-users effectively.