Ministry:	Ministry of Finance
Division:	Division
Location:	SGGB, Nuku'alofa
Job Title:	Senior Computer Programmer – App & Development Deprt
Position Number:	
Reports to:	Deputy CEO- ICT
Band:	K
Salary:	19,490- 23,290
Job Purpose	**Ministry Profile Statement:** - Improved macroeconomic management & stability with deeper financial markets - Closer public/ private partnership for economic growth - More efficient, effective, affordable, honest, transparent & apolitical public service focused on clear priorities - Appropriate decentralization of government administration with better scope for engagement with the public - Improved collaboration with development partners ensuring programs better aligned behind government priorities - More reliable, safe and affordable information and communication technology used in more innovative ways - Improved national and community resilience to the potential disruption and damage to wellbeing, growth and development from extreme natural events and climate change **Job Purpose:** The Senior Computer Programmer will be responsible for the following: • Manage of Government Integrated Financial Management Information System (IFMIS). I. SunSystem-Financial System II. Sage MicroPay-Payroll III. Vision IV. CSDRMS Government Dept System V. Budget Template • Manage and Support MDAs Client support (IFMIS) a. MOF and Government MDAs user access b. Database maintenance and integrity check c. Annual Financial Year Budget Update and Upload d. System mass update and upload e. System configuration

	f. Manage, Design, Configure, and Update of Budget Template • Developing of IFMIS Strategy Framework base in COBIT 5 (Control Objectives for information Technology Framework) • Developing and directing IFMIS system validation and testing methods. • Directing our IFMIS software programming initiatives • Monitoring IFMIS applications and server performance • Any other Duties assigned by the D/CEO of IT
Accountabilities / Outcomes	1. To be responsible for Maintaining and support for MOF and Government Enterprise System a. Financial Information System are up and run 24/7 a week b. Government payroll process are accurate and on time c. Guaranty that MOF IFMIS assist in Government MDAs Decision Making d. Enhanced for TDGF Infrastructure 2. Government IFMIS Disaster Recovery Plan a. IFMIS Strategy Plan Framework Update and Endorse b. Monthly implementation of data recovery routine test and check progress reports endorse 3. To be Responsible for IFMIS Technical Support Documentation and System Support Training a. System Administration Manual b. System Maintenance Documentation c. Supplier and Enterprise Contacts Details Info d. Update of Annual Payment and Supports e. Quality assurance documentation f. Maintenance and help guide g. API (Application Programming Interface) documentation 4. Assist and coordinate with other section in resolving of MOF client and customer support tickets 5. Assist in Planning and Managing of Projects related to the improvements of the IFMIS and Inhouse Application 6. Assist Planning and Managing of Section's Resources a. Leave planning submit b. Asset list update submit c. Software list and update submit 7. Assist in develop of ICT performance reporting framework and tools to ensure ICT transparency, compliance and control 8. Assist in Business Process Mapping and Business Process Analysist 9. Assist in Developing of ICT policy, process and procedure analysis and review framework

	10. To carry out any other duties assigned by the Head of the IT and or the Secretary for Finance and National Planning **To carry out any other duties assigned by the Deputy CEO ICT**
Person Specification	
Skills and Abilities	**Mandatory:** • Strong Analytic Skills • Good Programming Skills • Good Knowledge of VB dot Net, SQL Server and MySQL • Good Knowledge of Sun Systems, Meridian, and CS-DRMS • Good Knowledge of LAN, WAN, Unifi Telecommunication and Wifi • Good knowledge of Window Servers and Linux Servers • Good communication skills. Fluent in both Tongan and English languages (written and spoken). • Must have good public relation and networking skills. • Flexibility to travel and work after hours, as required. • should have experience in CMS or web design • good work attitude • highly motivated • well organized and hardworking • honesty and integrity • highly proactive • Must be committed to duties allocated, efficiently and effectively. **Desirable:**
Qualifications and Experience	**Mandatory:** ➢ Relevant degree + up to 3 years' work experience ➢ Relevant diploma + 5 years' relevant work experience ➢ Relevant certificate/trade/technical qualification + 7 years' experience in a similar role ➢ Current TPS employee with 10 years' experience in a similar role (meeting other core competency and experience requirements specified in the job description + PMS scores of 3 or above for the past 2 consecutive years) **Desirable:**
Authorised by (sign and date)	
Supervisor	Name: Mr Heneli Palu

	Signature & Date:
Deputy CEO / HOD-	Name: Mr Heneli Palu Signature & Date:
CEO for Finance	Name: Mrs Kilisitina Tuaimei'ap Signature & Date: 30/07/24
Employee	Name: Signature & Date:

MINISTRY OF FINANCE TONGA