The use of Information Communication Technology (ICT) in Justice Sector has proven to accelerate information dissemination, improve efficiency of Justice Sector services, increase the transparency and accountability of justice Sector administration and facilitate citizen participation in the provision of justice related services. It has greatly contributed to the transformation of justice sector operation by introducing new ways of internal operation as well as how justice sector delivers services to the people of Rwanda. It has improved the convenience, accessibility and quality of interactions with citizens.

In a bid to achieve all the above, different ICT systems have been put to use across institutions of the Justice Sector including the Integrated Electronic Case Management system which is used in the whole justice chain from case filing, handling, judgment up to the management of inmates by correctional centers.

Inspired by the Government of Rwanda's commitment to ensure that all Government services are delivered online by 2024, the Ministry of Justice has undertaken the process of boosting its ICT management by reorganizing the work but also through recruitment of qualified, competent and skilled ICT personnel.

In regard to the above, the Ministry of Justice is recruiting on contractual basis, qualified and skilled personnel on the following position:

JOB TITLE	RESPONSIBILITIES	REQUIREMENTS
1. **IECMS PROGRAM MANAGER** a. Level 2.III b. Reporting to SPIU Coordinator c. Number of position: 1	• Act as an IECMS team leader from a technical point of view and provide guidance and direction to technical staff; • Develop and manage all aspects of IECMS project from requirement to delivery and smooth operation. • Act as business analyst by liaising with users to track additional requirement and features; • Work with IECMS stakeholders to identify problems and advise on solutions; • Identify, Review and approve change requests and system requirements; • Oversee the development and testing of new features; • Work closely with SYNERGY INTERNATIONAL SYSTEMS, Inc. to do a complete architecture of the system including business architecture, application architecture, data architecture, infrastructure architecture, and integration architecture; • Establish and implement (short run) a hand over process from SYNERGY INTERNATIONAL SYSTEMS, Inc. to Local Team; • Establish and implement (long run) a transition process for the Local Team to completely take over from SYNERGY INTERNATIONAL SYSTEMS, Inc. for maintenance and new development; • Determining, analyzing and agreeing on IECMS quality procedures, standards and specifications; • Develop and deliver progress report, proposals, requirements documentation and presentations to various audiences.	• Bachelor's Degree in Computer Science and Information Technology. Master's degree is an added advantage; • 5 + years of project management experience, including tracking and planning projects; • 3 + years of previous experience with gathering requirements from the client/business and documentation; • 3 + years of experience with full product lifecycle with understanding of development lifecycle and various technology methodologies that support that lifecycle. **Key technical skills & knowledge required:** • Experience in communicating and presenting to stakeholders and/or senior leadership; • Interpersonal skills to influence and spur change, facilitate and enhance performance within a cross - functional environment; • Demonstrate decisiveness in resolving business problems, making decisions and identifying priorities; • Excellent oral communication; • Excellent written communication.

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2. SENIOR SOFTWARE DEVELOPER a. Level: 3.III b. Reporting to IECMS Program Manager c. Number of position: 1	• Analyze IECMS users' needs and system requirements and keep new design documentations; • Implement change requests by performing coding and design reviews; • Integrate the IECMS with existing systems where applicable; • Maintain system documentation to describe program development, logic coding structure, changes and corrections; • Maintain code source and versioning; • Perform software tests based on requirements and designs; • Support in provision of API development and documentation; • Monitor system performance and optimization • Recommend standards and specifications for hardware needed to optimize the performance of the IECMS.	• Bachelor's Degree in Computer Science, Information Technology or equivalent; • 5 + years of professional software development experience, in Advanced Java and experience in designing and implementing RESTful APIs. **Key technical skills & knowledge required:** • Full stack developper; • Familiar with Spring Framework; • Familiar with Java front end technologies based on Javascript (Angular, React JS,); • Proven expereince to develop new and innovative applications as well as debug and refactor existing code; • Strong organizational skills; • Mathematical aptitude; • Drive to keep up to date with developments and trends in the tech and modern software development; • The ability to learn quickly; • The ability to interpret and follow technical plans; • Problem-solving skills.
3. SENIOR DATABASE ADMINISTRATOR a. Level: 3.III b. Reporting to IECMS Program Manager c. Number of position: 1	• Document database architecture and Data Modeling; • Perform database and application administration activities, such as modifications, enhancements, expansions, and capacity planning; • Implement security measures to protect databases; • Analyze, consolidate and tune database for optimal efficiency; • Monitor database for availability; • Oversee database backup, clustering, mirroring, replication and failover whenever; • Restore and recover corrupted databases; • Install and test upgrades and patches.	• Bachelor's Degree in Computer Science, Information Technology or equivalent; • Five years proven working experience in SQL Server, or other relational database; • Certification in Certification in Oracle, SQL Server, MySQL is an added value. **Key technical skills & knowledge required:** • Proficient in designing, writing, editing, and debugging programs and databases; • Drive to keep up to date with developments and trends in the tech and modern database development; • The ability to learn quickly; • Problem-solving skills.

| 4. INFRASTRUCTURE AND NETWORK, AND SECURITY SPECIALIST

a. Level: 3.III
b. Reporting to IECMS Program Manager
c. Number of position: 1 | • Design, implement, document, and maintain IECMS infrastructure security;
• Provides performance analysis and tune the system to optimize IECMS performance;
• Provides advice on matters pertaining to IECMS security operations and management;
• Monitor security bulletins to obtain information on potential threats;
• Analyze and implement necessary security patches to ensure ongoing system security;
• Support in installations and upgrades of Operating System, backup/recovery strategies, and high availability configurations;
• Accountable for all IECMS security and availability compliance issues;
• Communicate application, database and network security issues to peers and stakeholders. | • Bachelor's degree in Information Technology/Information Systems/Computer Science/Engineering/ or related discipline;
• At least one Certification such as CISSP, SSCP, CAP, Security+, etc;
• A minimum of 5 years of system security administration role supporting multiple platforms and applications

Key technical skills & knowledge required:
• Experience in the development, implementation, and admin of security standards, procedures, and solutions for the protection of highly sensitive data that is being processed, transmitted, and stored;
• Experience designing secure networks, systems and application architectures;
• Experience with security software like Symantec Endpoint Protection, Symantec Datacenter Security;
• Experience working with security documentation and providing technical proof of controls. |

How to apply:

Any job applicant for the advertised job positions must fill and submit a hard copy of a job application form. The job applicant must attach to the application form the following documents:

- A copy of the national identity card;
- A copy of the degree (in case of a foreign degree, the applicant should submit the equivalence); and
- A proof of relevant working experience.

The application should be submitted to the Ministry of Justice Reception no later than 08 January 2020 at 04:00 pm.

Done at Kigali, on 30 December 2019

MUKESHIMANA Béata
Permanent Secretary/Solicitor General