



THE GOVERNMENT OF ST CHRISTOPHER AND NEVIS

Ministry of Information, Communications, Technology and Posts

P.O BOX 186,

National ICT Center, #3 C. A. Paul Southwell Industrial Site

Basseterre, Saint Kitts

TEL: (869) 465- 2521 ext 467-1281/1607 EMAIL: technology@gov.kn

Ministry of Information, Communications, and Technology and Posts

Job Description

Job Title: Programmer I

Work Location: National ICT Center, C.A.P. Southwell Industrial Site

Division/Department: Department of Technology

Reports to: Coordinator of E-Gov Unit

Full-time
 Part-time

Description of Post:

The Programmer I is a junior programmer under the supervision of the (Senior) Programmer II and provides support to design, develop, implement and maintain websites. Programmer I would write basic code for computer programs and mobile applications. They also are involved in maintaining, debugging and troubleshooting systems and software to ensure that everything is running smoothly. A Programmer I would handle the management and updating of websites and applications.

Duties and Responsibilities for the post include but are not limited to the following:

A. Strategy & Planning

1. Plan the outlines and layout of websites and mobile applications.
2. Strategize site maps and functional designs for websites.

B. Operational Management

- Design logos, banners, flyers, brochures and graphics for web pages.
- Create and test websites.
- Interview clients from various Ministries to obtain website requirements.
- Work collaboratively with clients, senior programmers and system analysts to develop prototype of website.
- Develop User manuals to be used by the end users.
- To provide training for end users for websites that were built.

- Any other duty that may be assigned.

Education and/or Experience:

The Applicant must have the following skills:

- At least a High School Diploma or College Associates Degree
- At least 3 years' experience in graphic design and website development using Content Management Systems such as WordPress.
- Experience in the use of Adobe Photoshop, Illustrator or Blender will be preferred.

Skills and Competencies

- Prior experience interviewing end-users for insight on requirements and user interface.
- Knowledge of web development including HTML, HTML5, CSS, JavaScript.
- Possess basic graphic design skills using Adobe Photoshop, Illustrator.
- Hands-on experience developing websites using Content Management Systems (CMS) such as WordPress will be preferred.
- Able to communicate effectively with technical and non-technical staff and with members of interdisciplinary teams.
- Strong written, oral, and interpersonal communication skills.
- Highly self-motivated and directed.
- Pay keen attention to detail.

Salary: K10--K21 (\$22,704 – \$39, 996) per annum

Please send applications to:

**Permanent Secretary
Ministry of Information, Communications, and Technology
P O BOX 186,
NATIONAL ICT CENTER, #3 C. A. PAUL SOUTHWELL INDUSTRIAL SITE
BASSETERRE, SAINT KITTS
Email: technology@gov.kn**