



IGAD Climate Prediction & Application Centre
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TERMS OF REFERENCE FOR REGIONAL INFORMATION TECHNOLOGY (IT) EXPERT

1. Background

The IGAD Climate Prediction and Applications Centre (ICPAC) is a specialized Institution of the Inter-Governmental Authority on Development (IGAD). The mission of ICPAC is to foster climate services and knowledge to enhance community resilience for prosperity in the Greater Horn of Africa

Hydro-meteorological hazards account for over 90% of disasters of natural origin in Eastern Africa region, impacting most socio-economic sectors and nearly every country. These hazards have several unique characteristics, including being recurrent and trans-boundary in nature; hence regional impacts. They are caused or aggravated by climate and therefore are highly sensitive to climate variability and change.

The Satellite and Weather Information for Disaster Resilience in Eastern Africa (SAWIDREA) Eastern Africa project component has been prepared with a regional wide coverage to provide the National Meteorological and Hydrological Services with relevant data and numerical prediction capability to facilitate provision of severe weather early warning in order to meet the needs of Disaster Risk Management. It will contribute to improved livelihood in the region through reduction of risks related to severe weather in building resilience and adaptation capacity of the communities. It is funded by African Development Bank within the framework of Climdev-Africa Special Fund (CDSF).

2. The objectives of the project

- i. To enhance NWP regional capacities including assimilation of high resolution satellite data;
- ii. To enhance capacities of the NMHS in the Horn of Africa to receive NWP model or to run national-scale NWP model in order to raise relevant warnings of extreme weather events to their respective DRM agencies;
- iii. Demonstration on the use of severe weather forecasts in risk management (e.g., flood prevention) and expand the use of lesson learned on all the territories through NMHS.
- iv. Support to the Regional Climate Outlook Forum for integrating DRM aspects.

3. Responsibilities

- Coordinate IT, networking and system administration services;
- Maintain and ensure security of IT infrastructure;
- Administer Internet and Web Servers to ensure 24 hours none interruption of services;
- Coordinate acquisition of new IT resources, regular improvements or upgrades of existing IT resources and also customize software programs for internal needs.
- Schedule and implement preventative hardware maintenance activities and undertake/co-ordinate repairs in response to hardware failures.
- Constantly review the IT needs and requirements against emerging technological trends and advice management on how the needs can be met using the latest technology.
- Prepare technical manuals, periodic progress reports and annual reports as required by ICPAC.
- Maintain records of service level agreements and contracts between ICPAC and IT service providers or vendors.

- Develop scripts to run on Linux platforms for automation of NWP processes.
- Support and maintain ICPAC's climate modelling clusters as well as NWP technologies.
- Carry out basic training on relevant IT systems to ensure the efficient execution of tasks and efficient use of the available and new software by ICPAC staff and users.
- Conduct or facilitate regional trainings on NWP or related technology for member states.
- Support IT related capacity building activities of ICPAC and NMHSs (National Meteorological and Hydrological Services).

4. Language Skills

Proficiency in English Language is required, and French language skill is an asset

5. Functional Responsibility

The IT Expert will report to the Project Team Leader

6. Duration

The duration of the assignment will be two years (2) years with possibility of renewal.

7. Remuneration

A Lump sum amounting to Euro 3339 per month without any other benefits.

8. Qualifications and experience

At least a Masters Degree in Computer Science or Information Technology with a specialization in networking and system administration.

At least two years of working experience in an operational scientific institution, especially handling large number of users, providing application services to external users/clients; good knowledge of high performance computer clusters (HPC) running on Linux platforms; Good knowledge of Windows Server, Unix , Linux; Good knowledge of scripting for Linux / Unix platforms and Setup, configuration and deployment of virtualized systems.

9. Competencies

Excellent facilitation skills, good IT skills, ability to communicate effectively orally and in writing; ability to prepare written reports in a clear, concise and meaningful manner; and ability to work with minimum supervision

10. Work Station

ICPAC in Nairobi, Kenya. Missions to IGAD member states might be necessary.

Applications in the form of a Motivation letter, detailed CV with at least 3 references should be sent to the ICPAC Director (director@icpac.net) by close of Business 30 September 2017.

Only shortlisted candidates will be contacted.

Dr Guleid Artan
DIRECTOR