

|  |   |
|--|---|
| <b>Job Title</b>                                     | <b>Network Technician</b>   |
| <b>Job Level</b>                                     | P -1  |
| <b>Vacancy:<br/>Contract Type:<br/>Department:</b>   | One (1) position<br>Permanent<br>Management Information Systems & Technology Department   |
| <b>Location</b>                                      | Central Bank of Liberia, corner of Ashmun & Lynch Streets, Monrovia, Liberia  |
| <b>Background Information</b>                        | The Central Bank of Liberia (CBL) is seeking a highly experienced Network Technician whose primary responsibilities are to install, maintain and troubleshoot Local Area Networks, and data communications equipment. He/she will also be responsible to analyze and fix network-related problems reported by users.  |
| <b>Duties &amp; Responsibilities of the Position</b> | <ul style="list-style-type: none"> <li>• Install and configure other network equipment and software.</li> <li>• Perform daily system monitoring, verifying the integrity and availability of all hardware, systems and key processes, reviewing system and application logs, and verifying completion of scheduled jobs such as backups where applicable.</li> <li>• Perform daily backup operations, ensuring all required file systems and systems and system data are successfully backed up to the appropriate media, recovery tapes or disks are created, and media is recycled and sent off site as necessary.</li> <li>• Perform the creation, change and management of the users and computer accounts in the Bank's Active Directory database as per approved policies of the Bank.</li> <li>• Troubleshoot and repair (where necessary) hardware and software failures.</li> <li>• Apply OS patches and upgrades on a regular basis, and upgrade administrative tools and utilities.</li> <li>• Upgrade and configure system software that supports infrastructure applications.</li> <li>• Responsibilities sometimes require working evenings and weekends, sometimes with little advance notice.</li> </ul> <p><b>Key functions:</b></p> <ul style="list-style-type: none"> <li>• Prior experience in configuring and supporting Biometrics systems</li> <li>• Generating report for management review</li> <li>• Desktop and desktide support</li> <li>• Video and audio systems, configuration and support</li> <li>• WIFI network configuration for end-users/guests</li> </ul> |

|  |   |
|--|---|
|  | <ul style="list-style-type: none"> <li>• Any other assignment that will be assigned to you by your supervisor.</li> <li>• Providing end-user support.</li> </ul>  |
| <b>Minimum Job Qualifications &amp; Experience</b> | <ul style="list-style-type: none"> <li>• Preferred: Bachelor's degree in computer science or related field, or 3 - 5 years of experience in Information Technology.</li> <li>• Minimum of 3-5 years' relevant Information Technology experience and/or certification.</li> </ul>  |
| <b>Required Competencies &amp; Skills</b>          | Computer Networking, Customer Service, Operating Systems (Server & Client) management and support, System Administration, UPS, End-user support and helpdesk. Features and roles management, system backup, and administration, proficient with third party tools for system maintenance, group policy management, etc. |
| <b>Documents Required</b>                          | <p>Updated Curriculum Vitae (CV).<br/> Copies of relevant academic and professional certifications.<br/> Cover letter detailing relevant experience and technical expertise<br/> Three Professional references (preferably from the financial or IT Sector).</p>  |

**General Application Requirements**

Both electronic and/or hard copy applications will be considered. Cover letters should be addressed to Mrs. Maway T. Cooper-Harding, Director of Human Resources Management Department, Central Bank of Liberia and sent to [cbljobs@cbl.org.lr](mailto:cbljobs@cbl.org.lr) . Applicants must also attach copies of relevant academic credentials.

The deadline for submission of applications is Friday, June 20, 2025.

|  |  |
|--|--|
| <b>Job Title</b>                                     | <b>Network Technician</b>  |
| <b>Job Level</b>                                     | P -1   |
| <b>Vacancy:<br/>Contract Type:<br/>Department:</b>   | One (1) position<br>Permanent<br>Management Information Systems & Technology Department  |
| <b>Location</b>                                      | Central Bank of Liberia, corner of Ashmun & Lynch Streets, Monrovia, Liberia   |
| <b>Background Information</b>                        | The Central Bank of Liberia (CBL) is seeking a highly experienced Network Technician who sole responsibility is to provide technical support to domain users whilst supporting the expansion of the bank's infrastructure with respect to its Information Systems. This role requires planning, deploying, documenting and supporting end Users within the bank and at commercial banks. Must have a working knowledge of Cyber threats, mitigating controls and awareness. This role reports directly to the Assistant Director for Network and Infrastructure.   |
| <b>Duties &amp; Responsibilities of the Position</b> | <ul style="list-style-type: none"> <li>▪ INFRASTRUCTURE</li> <li>▪ -Daily technical support to all departments through the helpdesk.</li> <li>▪ -Enterprise backup administration, Scheduling, monitoring, and Restoration.</li> <li>▪ -Perform other tasks requested by supervisor.</li> <li>▪ PAYMENT SYSTEM</li> <li>▪ -Escalate technical issues to CMA beyond our reach with respect to RTGS and DEPO.</li> <li>▪ -keep track record of technical resolutions.</li> <li>▪ -Daily check and monitor RTGS and Depo systems to ensure uptime.</li> <li>▪ -Weekly cluster restart.</li> <li>▪ weekly Replication test between all three sites; Production, Hot, and Cold backup.</li> <li>▪ Daily technical support to Banking and Payment System for RTGS.</li> <li>▪ Daily technical support to Treasury for DEPO systems.</li> <li>▪ Technically support to all commercial banks with respect to RTGS and Depo.</li> <br/> <li>▪ Key Functions</li> <li>▪ Prior experience in managing a helpdesk system, Customizing reports, workload distributions</li> <li>▪ Problem ticket management</li> <li>▪ Change management</li> <li>▪ Cyber security program planning and execution</li> <li>▪ Risk analysis, risk assessment and reporting</li> <li>▪ Administer cyber training and awareness</li> </ul> |

|  |   |
|--|---|
|  | .   |
| <b>Minimum Job Qualifications &amp; Experience</b>   | <ul style="list-style-type: none"> <li>• Preferred: Bachelor’s degree in computer science or related field, or 3 - 5 years of experience in Information Technology. Must have an industry certificate like CCNA, MCSA, MCP, etc.</li> <li>• Minimum of 3-5 years’ relevant Information Technology experience and/or certification.</li> </ul> |
| <b>Required Competencies &amp; Skills</b>  | End-user support and helpdesk, reporting, risk assessment, cyber threats, etc.  |
| <b>Documents Required</b>  | <p>Updated Curriculum Vitae (CV).<br/> Copies of relevant academic and professional certifications.<br/> Cover letter detailing relevant experience and technical expertise<br/> Three Professional references (preferably from the financial or IT Sector)</p>   |
| <p><b>General Application Requirements</b></p> <p>Both electronic and/or hard copy applications will be considered. Cover letters should be addressed to Mrs. Maway T. Cooper-Harding, Director of Human Resources Management Department, Central Bank of Liberia and sent to <a href="mailto:cbljobs@cbl.org.lr">cbljobs@cbl.org.lr</a> . Applicants must also attach copies of relevant academic credentials.</p> <p>The deadline for submission of applications is Friday, June 20, 2025.</p> |   |

|  |  |
|--|--|
| <b>Job Title</b>                                     | <b>Cybersecurity Analyst LI</b>  |
| <b>Job Level</b>                                     | P-1  |
| <b>Vacancy:<br/>Contract Type:<br/>Department:</b>   | One (1) position<br>Permanent<br>Management Information Systems & Technology Department  |
| <b>Location</b>                                      | Central Bank of Liberia, corner of Ashmun & Lynch Streets, Monrovia, Liberia   |
| <b>Background Information</b>                        | The Central Bank of Liberia (CBL) is seeking a highly experienced Cybersecurity analyst who will be responsible for coordinating all cybersecurity related functions of the Central Bank of Liberia to include partnering with external resources to ensure the goals and objectives of the cybersecurity program is achieved. Designing and executing cybersecurity programs to mitigate all cyber risks and improve the cyber posture of the Central Bank of Liberia. Additional responsibility will be to manage the helpdesk, to include calls, problem tickets, workload balancing and staff assignments. Documenting solutions for knowledge management and overall improvement in service delivery.           |
| <b>Duties &amp; Responsibilities of the Position</b> | <ul style="list-style-type: none"> <li>• Prior knowledge of security Triad (CIA)</li> <li>• Creating cyber threats reports</li> <li>• Documenting risks vectors</li> <li>• Risk identification</li> <li>• Risk analysis</li> <li>• Risk mitigation</li> <li>• Work to create cyber training and awareness program</li> <li>• Execute training and awareness program</li> <li>• Prior experience with managing Helpdesk systems</li> <li>• Prior knowledge of workflow balance</li> <li>• Create report from the Helpdesk management system for director</li> <li>• Troubleshoot computer issues remotely</li> <li>• Configure hardware devices and software installations</li> <li>• Familiar with MS 365</li> </ul> |
| <b>Minimum Job Qualifications &amp; Experience</b>   | Must have a bachelor's degree in computer science or related field and 3 to 5yrs experience in Information Technology. Must have done at least one cybersecurity course/or have earned a certification.  |
| <b>Required Competencies &amp; Skills</b>            | <ul style="list-style-type: none"> <li>• Knowledge of Cybersecurity</li> <li>• Good knowledge of security Triad (CIA)</li> <li>• Risk management</li> <li>• Helpdesk management</li> <li>• Hardware and Software configuration</li> </ul>  |

|  |   |
|--|---|
|  | <ul style="list-style-type: none"> <li>• Familiar with Microsoft 365 support</li> <li>• Quality control &amp; System analysis</li> </ul>  |
| <p><b>Documents Required</b></p>   | <p>Updated Curriculum Vitae (CV).<br/> Copies of relevant academic and professional certifications.<br/> Cover letter detailing relevant experience and technical expertise<br/> Three Professional references (preferably from the financial or IT Sector)</p> |
| <p><b>General Application Requirements</b></p> <p>Both electronic and/or hard copy applications will be considered. Cover letters should be addressed to Mrs. Maway T. Cooper-Harding, Director of Human Resources Management Department, Central Bank of Liberia and sent to <a href="mailto:cbljobs@cbl.org.lr">cbljobs@cbl.org.lr</a> Applicants must also attach copies of relevant academic credentials.</p> <p>The deadline for submission of applications is Friday, June 20, 2025.</p> |   |

|  |   |
|--|---|
| <b>Job Title</b>                                     | <b>Network Engineer</b>   |
| <b>Job Level</b>                                     | P-3   |
| <b>Vacancy:<br/>Contract Type:<br/>Department:</b>   | One (1) position<br>Permanent<br>Management Information Systems & Technology Department   |
| <b>Location</b>                                      | Central Bank of Liberia, corner of Ashmun & Lynch Streets, Monrovia, Liberia  |
| <b>Background Information</b>                        | The Central Bank of Liberia (CBL) is seeking a highly experienced Network Engineer who will be responsible effective provisioning, installation/configuration, operation, and maintenance of system hardware and software and related infrastructure devices. The selected candidate will participate in technical research and development to enable continuing innovation within the infrastructure. This individual will ensure that systems hardware, operating systems, software systems, and related procedures adhere to industry standards. He/She is accountable for the following systems: Windows systems and proprietary hardware and software that will support the infrastructure; logging and monitoring, upgrades and enhancements, antivirus, malware and spyware protection using Windows and other third-party tools.  |
| <b>Duties &amp; Responsibilities of the Position</b> | <ul style="list-style-type: none"> <li>• Install new/rebuild existing servers and configure hardware, peripherals, services, settings, directories, storages, etc. in accordance with standards and project/operational requirements.</li> <li>• Develop and maintain installation and configuration procedures.</li> <li>• Contribute to and maintain system standards.</li> <li>• Research and recommend innovative approaches, and where possible automated system administration tasks. Identify approaches that leverage our resources effectively.</li> <li>• Perform daily system monitoring, verifying the integrity and availability of all hardware, server resources, systems and key processes, reviewing system and application logs.</li> <li>• Perform periodic performance reporting to support capacity planning.</li> <li>• Perform ongoing performance tuning, hardware upgrades, and resource optimization as required.</li> <li>• Provide occasional guidance, most of which is technical.</li> <li>• Responsibilities sometimes require working evenings and weekends, sometimes with very little advanced notice.</li> </ul> <p><b>Key Functions:</b></p> <ul style="list-style-type: none"> <li>• Perform Cisco networking, routers and switches</li> </ul> |

|  |  |
|--|--|
|  | <ul style="list-style-type: none"> <li>• Perform Routing, Network access table,</li> <li>• Perform Configuring switches, Cabling, Infrastructure design</li> <li>• Configuring Firewall rules,</li> <li>• Any other task that may be assigned by supervisor.</li> </ul>  |
| <b>Minimum Job Qualifications &amp; Experience</b> | <p>Preferred: Bachelor’s degree in computer science or related field, with 5 years of experience in Information Technology, or a minimum of 5 years of experience in switching and routing, and firewall technologies.</p> <ul style="list-style-type: none"> <li>• Must have an industry certificate like CCNA, CCNP, MCSA, etc.</li> <li>• Minimum of 3-5 years’ relevant Information Technology experience and/or certification.</li> </ul> |
| <b>Required Competencies &amp; Skills</b>          | Computer Networking, Network security, Customer Service, Risk Mitigation and Management, Systems Integration, switching & routing, Firewall configurations and management, CISCO infrastructure Management.  |
| <b>Documents Required</b>                          | <p>A cover letter.<br/> A detailed curriculum vitae (English).<br/> Copies of degree(s)/diplomas obtained.<br/> Copies of professional certificates (If any)</p>   |

**General Application Requirements**

Both electronic and/or hard copy applications will be considered. Cover letters should be addressed to Mrs. Maway T. Cooper-Harding, Director of Human Resources Management Department, Central Bank of Liberia and sent to [cbljobs@cbl.org.lr](mailto:cbljobs@cbl.org.lr) Applicants must also attach copies of relevant academic credentials.

The deadline for submission of applications is Friday, June 20, 2025.