VACANCY ANNOUNCEMENT

Head of Information Technology and Telecommunications Department (DIT)

1. BACKGROUND

The African Centre of Meteorological Applications for Development (ACMAD) is a leading continental institution in the fields of weather, climate and environment. Established in 1987 by the Conference of Ministers of the Economic Commission for Africa (UNECA) and the World Meteorological Organization, ACMAD brings together the fifty-four African countries and aims to serve the sustainable development of Africa through weather and climate applications, operating at all geographical scales for sustainable and integrated development through disaster risk reduction and management in Africa.

With a view to implementing its Strategic Plan, ACMAD is recruiting a Head of the Information Technology and Telecommunications Department responsible for providing strategic, technical and managerial leadership of the Department, in order to translate institutional priorities into measurable, sustainable operational results that are useful to African countries.

2. DUTIES AND RESPONSIBILITIES

Under the supervision of the Director General, the Head of the Information Technology and Telecommunications Department is responsible for the effective operation of the observation, telecommunication, data management, computer and information systems, energy access and other infrastructure essential to the day-to-day operation of the Centre. He/She ensures that the Directorate General, Departments, Divisions and Units have reliable and high-performing infrastructure. The Department is responsible for the design, installation, maintenance, updating and modernization of the infrastructure.

He/She will, in particular, perform the following duties:

Planning, management and supervision

- Plan and direct the activities of the Department, supervise staff and manage the allocated budget.
- Prepare the Annual Work Plan and Budget (AWPB) of the Department.
- Promote solutions based on artificial intelligence and other innovative technologies to improve IT services.

IT infrastructure, systems and services

- Plan and implement projects related to energy access, data exchange, reception, management, backup and storage, as well as the Centre's civil engineering works.
- Manage specialized stations and systems, including PUMA2015, PUMA2025 and Climate Station, the Cloud infrastructure and the High-Performance Computing (HPC) system.
- Maintain and develop ACMAD's CLIMSOFT database.
- Ensure the optimal operation of ACMAD's Multi-Hazard Room as well as the preventive and corrective maintenance of the infrastructure.
- Ensure the operation, development and maintenance of ACMAD's websites.

Telecommunications, data and interoperability

- Facilitate pilot demonstration activities related to data exchange, web processing, mapping and coverage services.
- Establish and maintain connections with global data centres via the WMO Information System (WIS) and advanced telecommunication systems.
- Install, maintain and upgrade EUMETCAST, GEONETCAST and other modern data reception systems.
- Liaise with WMO to define and implement data collection and exchange standards.
- Follow the WMO WIS programme and support NMHSs in using data on the WIS.

4. Maintenance, modernization and technical support

- Manage civil engineering works and the maintenance, repair, installation and modernization of the infrastructure.
- Prepare purchase requests for computer hardware and software.
- Provide technical support to ACMAD programmes and projects, particularly their telecommunication and IT components.
- Collect, compile and provide the information needed to monitor and evaluate infrastructure performance.
- Maintain a detailed inventory of IT and telecommunication infrastructure, together with a depreciation and phased replacement plan.

Coordination, project management and resource mobilization

- Strengthen, in collaboration with other Departments and Divisions, infrastructure at regional and national levels in Africa.
- Provide technical support to NMHSs and regional centres for the design, development, installation, maintenance and upgrading of infrastructure.
- Maintain close collaboration with other ACMAD Departments, Divisions and Units, ensuring joint planning and support.
- Promote partnerships and collaboration in the design, installation, maintenance and upgrading of infrastructure.
- Contribute to the formulation of projects for the implementation of the Centre's programme and build synergies between the Department and projects.

Capacity building and knowledge transfer

- Organize and supervise internships, fellowships, on-the-job training, secondments and other capacity-building activities.
- Strengthen the technical capacities of the Department and its staff, particularly in climate services, impact analysis, project management, innovation and monitoring and evaluation.
- Promote the transfer of skills, methods and tools to NMHSs and regional climate centres.

Other responsibilities

- Perform any other relevant tasks as required.

3. QUALIFICATIONS

Education

- Minimum of a five-year university degree (BAC+5 / Master's level) in computer science, telecommunications or equivalent.

Experience

- At least five (05) years of relevant professional experience in information technology, telecommunications, systems and network administration or digital infrastructure management.

- Proven experience in coordinating technical activities, leading IT projects or supervising teams.
- Participation in the design, operation, security or modernization of IT infrastructure.
- Experience in managing data centres, Cloud platforms, HPC systems or scientific information systems.
- At least two (2) years within a National Meteorological Service or similar institution, with good knowledge of WMO data formats and of support to NMHSs.

Other skills

Leadership and ability to mobilize a multidisciplinary team; excellent written and oral communication skills, including with decision-makers; ability to work in a multicultural environment and to build partnerships.

Language skills

Proficiency in one of the working languages of the Institution (French or English). Good knowledge of the other working language is an asset.

4. GENERAL CONDITIONS OF EMPLOYMENT

- Start date: as soon as possible after the decision of the ACMAD Board of Directors.
- Type of contract and duration: two (2)-year fixed-term contract, renewable in accordance with the ACMAD Staff Regulations.
- Probation period: three (3) months.
- Classification: Seconded Professional staff, grade P3.
- Duty station: Niamey, Niger, ACMAD Headquarters.
- Remuneration and benefits in accordance with ACMAD's applicable salary scale and provisions.

5. HOW TO APPLY

The application file shall include:

- A cover letter addressed to the Director General of ACMAD.
- A CV 3 pages maximum with the contact details of three (3) professional referees
- Certified copies of diplomas, employment certificates and relevant training certificates.
- A strategic vision and management note of two (2) to three (3) pages presenting the candidate's vision for the development and modernization of the Department over the next three years.

Applications must be submitted electronically to the following address: contact@acmad.org, grh@acmad.org
Email subject: Application –Head of the Information Technology and Telecommunications Department – ACMAD
Application deadline: 23 December 2026
Only shortlisted candidates will be contacted.
In the event that candidates do not meet the established criteria or fail to meet ACMAD's expectations, ACMAD reserves the full right to cancel and re-advertise the position.
ACMAD is committed to the principle of equal opportunity; applications from women are strongly encouraged

The Director General,



Dr. Ousmane NDIAYE