



## MALAWI COLLEGE OF HEALTH SCIENCES

### VACANCY

Malawi College of Health Sciences is a Parastatal Organization with its Central Office in Lilongwe. It has Campuses in Blantyre, Zomba and Lilongwe. The College is primarily engaged in the training of health workers.

Malawi College of Health Sciences secured a grant award for a project from the United States Aid for International Development (USAID). Malawi College of Health Sciences intends to recruit a Systems Analyst/Programmer using funds from the Grant.

Applications are invited from suitably qualified and experienced persons to fill the following vacant position tenable at the College.

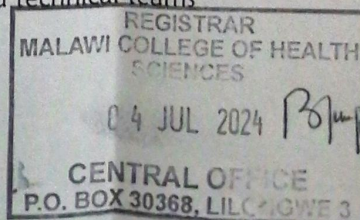
#### 1. SYSTEMS ANALYST/ PROGRAMMER M6 – (USAID/MCHS PROJECT) LILONGWE

##### A. Purpose of the job

To develop systems of the College through analysis of internal processes, plans, and flow charts process, ensure access to accurate, up to date and useable information.

##### B. Key Duties and Responsibilities

- a) Developing systems by analysing internal processes and requirements and propose technical requirements and translate these into technical specifications
- b) Conducting in-depth analysis of existing systems and processes to identify requirements for new systems or enhancement
- c) Developing detailed system specifications, including data models, process flows, and system interfaces
- d) Interacting with users to analyse system requirements; recommends technology solutions to improve operations
- e) Create user manuals, technical guides, and system documentation to support end users and technical teams



- f) Testing and troubleshooting recently implemented plans for efficiency within the College
- g) Creating analysis reports to represent the cost-benefit of proposed upgrades
- h) Performing backups for software and application packages and arranging for safety for storage for easy retrieval
- i) Reviewing current It systems to identify issues and propose improvements

### Core Competence

- Should have excellent analytical skills for assessing systems and data
- Problem solving techniques in addressing and rectifying system related issues
- Proven track record of producing high quality technical documentation for complex systems and processes
- Able to document intricate system functionalities
- Basic knowledge with object-oriented languages such as Visual Basic, Ruby on rails, python, JavaScript
- Basic knowledge in building and maintaining SQL queries, creates SQL stored procedures, or develops SQL extract scripts to populate data warehouse.

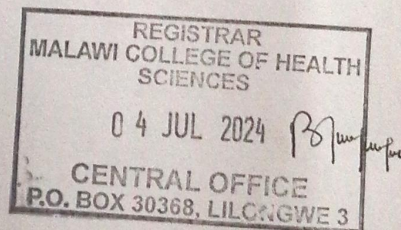
### C. Minimum qualifications and Experience

- Bachelor's Degree in Information Technology, information Systems or Computer Science from an accredited University or College.
- 3 years work experience in an academic environment

### Mode of Application

Malawi College of Health Sciences is an equal opportunity employer and women who meet the requirements are encouraged to apply. Interested applicants who meet the above requirements should forward their applications with detailed Curriculum Vitae, copies of their certificates and names of three (3) traceable referees to the following email: [recruitment@mchs.mw](mailto:recruitment@mchs.mw) or post/deliver to reach the addressee on or before 24<sup>th</sup> July 2024.

The Registrar,  
Malawi College of Health Sciences,  
P.O. Box 30368,  
LILONGWE 3.



Applications should clearly be indicated (*Application: MCHS/HRH/1*) on the envelope. Only short listed applicants will be acknowledged.