

<https://lingtonandbernie.com/job/head-it/>

## Head IT

### Description

To lead the IT Department in its support of the organization through the introduction and maintenance of best practice in the professional high quality provision of IT infrastructure, and strategic planning of future IT requirements to support the business growth.

### Responsibilities

Identify and analyze potential risks, their mitigation, with the aim of maintaining the functioning of the information system for Lington and Bernie's overall business.

Design and maintain the company websites using standard HTML/CSS practices

Ensure appropriate backups are being conducted and retained for all systems

Develop systems standards, specifications and approved software, recommends hardware and software upgrades where and when appropriate

Develop and implement measures to safeguard data in the event of major incidents or disasters

Ensures that vendor services are negotiated in line with IT strategy and financial budget.

Appraise and evaluate existing problems and proffer appropriate hardware and software solutions.

Handle business-critical IT tasks and systems administration

Research and evaluate emerging technologies, hardware, and software

Keep a hardware maintenance schedule

Ensure the integrity and security of all company's information systems and databases

Ensures trainings are provided on any new IT tool that may be introduced.

Keep pace with legislation to ensure compliance in all areas including Data Protection in liaison with the organization, and particularly with the dedicated Data Protection Officer

Defines and reviews IT reports and forwards to the CEO.

Any other tasks assigned by the CEO

### Qualifications

Minimum of a Bachelor's Degree in Computer Science, Electrical Engineering, or other related discipline. Professional certification in Information Technology is essential

### Contacts

Interested candidates should apply through the Company website [www.lingtonandbernie.com](http://www.lingtonandbernie.com) /send CV to [jobs@lingtonandbernie.com](mailto:jobs@lingtonandbernie.com) or walk into Lington & Bernie Consulting Ltd, 9a Omo Osagie street, Off Awolowo road Ikoyi Lagos

### Hiring organization

Lington & Bernie Consulting Ltd

### Employment Type

Full-time

### Job Location

Lagos, Nigeria

### Date posted

May 16, 2021

### Valid through

31.12.2021