



## EXAMINATIONS COUNCIL OF ZAMBIA

### EMPLOYMENT OPPORTUNITY

The Examinations Council of Zambia (ECZ) was established by an Act of Parliament No. 15 of 1983, Chapter 137 of the Laws of the Republic of Zambia to set and conduct Examinations and award Certificates to successful candidates. The vision of the Council is to be an Educational Assessment Body of Excellence.

Applications are invited from suitably qualified and experienced candidates to fill the following vacant position under the Information and Communication Technology Department.

#### SEASONAL APPLICATIONS DEVELOPERS (2)

Reporting to the Senior Applications Developer, the Seasonal Applications Developers will analyze system requirements and design, code and test programmes to conform to established specifications and good design principles and also provide support to users and undertake IT specific procedures/tasks.

#### DUTIES AND RESPONSIBILITIES

- Prepare, update, modify and manage technical specifications for in-house developed systems.
- Produce requirement specification, system design and user manuals for all the developed systems.
- Pilot newly developed systems before implementation.
- Prepare Gap Analysis documents after implementation of systems.
- Conduct training for all stakeholders before implementation of developed systems.
- Design coding structures to fit in all developed systems.
- Test systems using test plans and gap analysis.
- Prepare technical documentation of developed systems.
- Observe, troubleshoot, test, diagnose and resolve faults in the software.
- Establish user requirements and write proposal/recommendations to the supervisor.
- Log support queries in the inquiry logging system and maintain full documentation.
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#### MINIMUM QUALIFICATIONS AND EXPERIENCE

- School Certificate or its equivalent
- Diploma/Degree in Computer Studies
- Fresh Graduates currently not in employment

Applicants who meet the above qualifications are encouraged to submit an application letter, **verified** copies of Academic and Professional Certificates together with detailed Curriculum Vitae including three (3) traceable referees, copy of NRC and day time telephone numbers. All applications must reach the undersigned not later than **14<sup>th</sup> September, 2022**.

*Please note that only successful candidates will be contacted. Electronic applications will not be accepted.*

The Council Secretary  
Examinations Council of Zambia  
Haile Selassie Avenue, Longacres  
P.O Box 50432

**LUSAKA**