SOGESART

TERMS OF REFERENCE (TOR)

IT Officer

Type of Contract: Indefinite term

Background

The Sambangalou Energy and Transmission Network Management Company (SOGESART) is an inter-State public company of the Gambia River Basin Development Organisation (OMVG). It is responsible for the management, operation, maintenance and optimisation of the hydroelectric facilities and transmission network infrastructure forming part of the assets of the OMVG Energy Project.

SOGESART was established on 29 January 2016 in Addis Ababa, Ethiopia, by the OMVG Member States (The Gambia, Guinea, Guinea-Bissau and Senegal). The Company became operational in June 2025 following the appointment of its governing bodies.

SOGESART's operational success depends on the effective structuring of its human resources and internal organisation. In this regard, its three-year recruitment plan is being implemented in a phased manner to support its deployment and operational effectiveness. It is within this framework that SOGESART is recruiting an IT Officer.

Reporting Line

The IT Officer shall report to the Secretary General of the Company.

Key Duties and Responsibilities

The IT Officer shall ensure the efficient operation of SOGESART's IT equipment, networks and information systems.

In this capacity, the successful candidate shall:

- Participate in the implementation of IT policies, procedures and standards;
- Install, configure and maintain IT equipment and software;
- Perform preventive and corrective maintenance of IT equipment;
- Monitor network operations and system performance;
- Participate in data backup and information security activities;
- Provide technical support and resolve IT incidents;
- Assist with the installation of audiovisual equipment for meetings and institutional events;
- Prepare Terms of Reference and technical specifications for IT procurement (hardware, software and service providers);
- Manage the inventory of IT equipment and technical interventions;

- Prepare technical reports and intervention reports;
- Communicate, transmit and share all information necessary for the effective performance of the function and the smooth operation of the Company;
- Perform any other duties within the scope of the position as assigned by management.

Required skills and qualifications

Candidates must possess:

- A Master's degree (Master's level/Bac+5) or an Engineering degree in Computer Science, Information Systems, Network Engineering or a related field;
- At least five (5) years of relevant professional experience in IT support or systems administration;
- Sound knowledge of operating systems, computer networks and cybersecurity practices;
- Proficiency in networking and communications technologies, including TCP/IP networks, WAN protocols, structured cabling and network management solutions;
- Knowledge of and practical experience with LAN, WAN, MPLS, VoIP, VSAT, VLAN, SD-WAN, LACP, load balancing, redundancy and voice gateway technologies;
- Good knowledge of emerging Artificial Intelligence (AI) tools;
- Practical knowledge of Microsoft 365; ITIL 4 certification would be an asset;
- Ability to diagnose and resolve technical incidents effectively;
- Strong technical, organisational and analytical skills;
- Strong user support and communication skills;
- Excellent command of at least one of the official languages of OMVG (English, French or Portuguese); proficiency in a second official language will be considered an asset;
- Professional integrity and a strong sense of responsibility;
- Leadership and strong organisational and coordination skills;
- High professional standards and attention to detail;
- Responsiveness and problem-solving skills;
- Discretion and respect for confidentiality;
- Availability;
- Ability to work effectively in a multicultural and multilingual environment.

Other Applicable Conditions

Candidates must:

- Be nationals of an OMVG Member State;
- Be no more than fifty-five (55) years of age;
- Be capable of working in a multicultural and multidisciplinary environment;
- Be willing to undertake missions within the Member States of the Organisation.

SOGESART is an equal opportunity employer and strongly encourages applications from qualified women.

Duty Station

The position is based at the SOGESART Headquarters, located in Kaporo Centre, Commune de Ratoma, Conakry, Republic of Guinea. As part of the Company's future development, the successful candidate may be assigned, on either a temporary or permanent basis, to any subsidiary or entity that SOGESART may establish in the Republic of Guinea or in any other OMVG Member State, in accordance with the provisions governing SOGESART staff and, where applicable, by an amendment to the employment contract.

Application file

Applications shall include:

- A cover letter;
- A detailed curriculum vitae (maximum three pages);
- Certified true copies of academic qualifications and employment certificates;
- A certified true copy of a valid passport or national identity card;
- One (1) recent passport-sized photograph;
- the contact details of three (3) professional referees.

Submission and Closing Date

Applications must be submitted by e-mail no later than **6 September 2026** to: **recrutements_sogesart@omvg.org** with the subject line: "Application – IT Officer (SOGESART – Conakry)"

Only shortlisted candidates will be contacted.

SOGESART reserves the right not to proceed with this recruitment process or to amend it without prior notice or justification.