IT Junior Assistant for Digital Solutions

What are we offering?

Fundación Capital is currently seeking an IT Junior Assistant with strong project management and communication skills to develop, coordinate and promote 'digital solutions' (DS) for all projects in the country, in particular, one-year DS being developed in current projects. S/he will work from our unit in **Maputo** (Mozambique), under a **one-year service provision contract** that is open to a longer-term employment perspective. We offer an entrepreneurial and challenging job with lots of opportunities to turn ideas into reality, working alongside an inspiring, diverse and international team to create a better tomorrow for the poor.

Who are we?

Fundación Capital (FundaK) is an international organization whose team works in 17 countries across Latin America, the Caribbean and Africa, with the mission of reducing poverty and advancing economic citizenship globally and at scale. We work in the design, development and implementation of innovative projects, with the goal of helping individuals living in poverty to build, grow, manage and protect their financial, human, physical and social assets. (www.fundacioncapital.org)

What are the tasks and responsibilities?

Fundación Capital focuses on modern information and communication technologies to scale up its efforts to alleviate poverty. Whether it be through low-tech tools like radio or basic phones, or high-tech channels like tablets and social media, we are looking to design and disseminate ICT-based solutions, which meet the needs of people with low income. The person hired will develop, coordinate and promote 'Digital Solutions' (DS) across our projects in Mozambique. S/he will be self-directed and report to the Resident Representative in Mozambique of FundaK, while also collaborating with international team members and managing relationships with external providers. Creativity and out-of-the-box thinking will be encouraged and expected.

The position includes the following responsibilities:

- Product Development: support design, development and testing of technology-based products such as Unity and Android applications in the field
- Technology: propose innovative digital solutions to the team; manage technology supplier relationships and the development process of the app.
- Project Management: support existing and future Digital Solutions activities of FundaK; building the bridge between software developers, our Digital Research and

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Development Department, the country team and other service providers (content specialist, illustrators, audiovisual, etc); ensure products are ready within schedule and available budget

○ <u>Communication</u>: promote and present Digital Solutions products; propose key partnerships (governments, financial institutions, etc.); report to our management

Who are we looking for?

Personal Requirements

The person we are looking for should be:

○ Highly committed to social and development issues

○ Able to demonstrate sound judgement and exercise a thoughtful approach to decision making

○ An empathic and sociable team player and listener with a positive attitude towards service

○ A quick and curious learner who pays exceptional attention to details, but maintains a 'big picture' mentality

○ An independent and analytical problem-solver with an enthusiastic entrepreneurial mindset

○ Results-oriented and proactive with an ability to handle multiple, time-sensitive projects while focusing on the quality of work delivered

○ Able to relate excellently with people from very different social contexts, from high-level representatives of governments to those living in poverty

○ Work on both short-term, ad hoc requests as well as longer-term analyses and projects

○ Prepared to travel up to 30% of working time

○ Strong Tech Shavi approach.

Technical Requirements

○ <u>Languages</u>: fluent in Portuguese and English (oral and written); we strongly prefer language skills in at least one other additional local language.

○ <u>Skills & Knowledge</u>:
  ➢ Product Development
  ➢ Project Management
  ➢ Communication skills
  ➢ General understanding of digital product architecture from the presentation and edge services to micro and data services

○ <u>Work Experience</u>:
  ➢ At least one year of recent professional experience with programming

➢ Experience in business development and project management

○ <u>Education</u>: Bachelor of Science and Engineering (B.S.E.) in Industrial Engineering (IE) or Bachelor's degree in product development, design, computer science, system engineering, e-science or related fields

We will look favourably upon candidates who can demonstrate: Master´s degree in business administration, economics, communication, information and communication technologies or related fields; experience in the development sector; further language skills (particularly Spanish and French); experience with Java, Objective C, HTML5 CSS, JavaScript, Google Analytics, "big data".

How can you apply?

Please send us as soon as possible: **(1)** your CV; **(2)** a concise cover letter in which you explain why you would be a good addition to our team, your salary expectations and earliest possible starting date, and where you have found our job offer; **(3)** a short video - maximum 2 minutes - in which you explain who you are in English, and why you want to work with us in Portuguese; please upload your video to "vimeo.com" and send us the link. **Please note that only complete applications will be considered.** Send your applications to africa@fundacioncapital.org, with the subject line "**IT Junior Assistant for Digital Solutions**". This job advertisement will remain posted until the position is filled.