



**Title:** Information Systems Officer

**Work type:** Two-year contract (full-time)

**Industry:** Financial Services (Housing Finance)

**Location:** St. Kitts & Nevis — on-site role; relocation assistance available. Preference for Eastern Caribbean nationals.

The Eastern Caribbean Home Mortgage Bank invites applications from suitably qualified professionals for the position of **Information Systems Officer**. The successful candidate will report to the Chief Operations Officer and support the Bank's information systems, cybersecurity, and operational resilience functions within a regulated financial services environment.

The role contributes to the implementation and continuous improvement of the Bank's ISO/IEC 27001 Information Security Management System (ISMS), technology operations, and regulatory compliance initiatives.

## **KEY RESPONSIBILITIES**

### **Information Security & Risk**

- Coordinate and support information security compliance audits and assessments, including ISO 27001 controls testing, penetration testing, and external assurance reviews.
- Maintain and continuously improve the Bank's ISMS, including risk assessments, control implementation, monitoring, and reporting.
- Conduct periodic IT risk and vulnerability assessments (including quarterly reviews) and gap analyses; recommend appropriate technical and administrative controls.
- Track emerging cybersecurity threats, regulatory developments, and industry best practices; prepare technical reports and recommendations.

### **Business Continuity & Governance**

- Support business continuity and disaster recovery planning, testing, and documentation in line with regulatory expectations and ISO 22301/27001 principles.
- Liaise with external auditors, consultants, and internal stakeholders during audit, certification, and regulatory review processes.
- Deliver information security awareness and training programs to promote a strong security culture across the Bank.

### **IT Operations & Infrastructure**



- Support the acquisition, implementation, administration, and maintenance of network infrastructure, systems, applications, and IT equipment.
- Monitor and maintain systems and networks to ensure availability, integrity, confidentiality, and performance.
- Evaluate and recommend secure, resilient, and cost-effective technology solutions, including automation of security and monitoring processes.
- Contribute to IT budgeting, work plans, and technology investment planning.
- Perform other related duties as assigned.

## **QUALIFICATIONS**

- Bachelor's degree in Computer Science, Information Systems, or a related discipline.
- Minimum five (5) years' experience in IT operations, information security, technology risk, compliance, or a related function within a regulated environment.
- Professional certifications such as CISSP, CISA, CRISC, or ISO 27001 Lead Implementer are an asset.
- Solid understanding of information security governance, risk management, and control frameworks relevant to financial institutions.
- Strong written and verbal communication skills, with the ability to explain technology and security risks to non-technical stakeholders.
- Demonstrated organizational, analytical, and project management skills.
- Ability to work independently, exercise sound judgment, and collaborate effectively within a high-pressure, fast-paced environment.

## **What We Offer**

- Team-oriented culture
- Competitive salary
- Professional development and continuing education
- Comprehensive health insurance benefits

*Applications, including CV and relevant supporting documents, should be submitted to [jobs@lci-inc.com](mailto:jobs@lci-inc.com) no later than April 17<sup>th</sup>, 2026.*