



Project Manager (Electronic Form/ FileNet/ Infrastructure/ Security Risk Assessment and Audit)

Responsibilities:

Contract to a government department and support the core information system, the Integrated Companies Registry Information System (ICRIS) with two online services, namely Cyber Search Center (CSC) and e-Registry portal (e-Registry). The CSC and e-Registry are part of the ICRIS which support the core business activities in receiving, processing, storing and disseminating corporate information. Documents submitted via paper or electronic channel are converted to digitised images immediately after they are received by the ICRIS to enable subsequent online processing and data entry by the staff. Various electronic/mobile payment methods, such as visa card, mastercard, JCB, UnionPay, Apple Pay, Google Pay, are supported.

- Manage day to day technical support and matters related to smooth production operation of both ICRIS-1 and ICRIS-2 and provide technical advice and support to users;
- Participate in the sourcing of information technology products and services;
- Provide support for the ICRIS project related contract administration and variation activities with related departments;
- Provide technical advice and support in the acquisition and evaluation of equipment and service under contract, bulk contracts and other related contracts;
- Provide support in carrying out the procurement activities for hardware, software and services to meet the project requirements; and
- Coordinate with ICRIS contractor on all requirements related to the enhancement under ICRIS project scope.

Requirements:

- Degree/Higher Diploma holder in Computer Science or equivalent;
- Minimum 12 years of IT working experience;
- Minimum 5 years experiences as Project Manager or similar capacity;
- Solid technical experience in IT operational management, Internet, IT security and IT planning as well as other related technical skills; and
- Possess other non-technical experience such as vendor management, contract administration, negotiation skills etc.

Interested parties please send detailed resume with present/expected salary to HR Department.

Address: Room 1202, 12/F, Harcourt House, 39 Gloucester Road, Wanchai, Hong Kong.

Email: hr@edps.com.hk

Tel: 2838-6813

Fax: 2838-6776