

<b>Job Title</b>	System Administrator Level II – NEPS & Account Mapper
<b>Job Level</b>	P - 4
<b>Vacancy:</b>	One (1) position
<b>Contract Type:</b>	Permanent
<b>Department:</b>	Payment Systems Department
<b>Location</b>	Central Bank of Liberia, corner of Ashmun & Lynch Streets, Monrovia, Liberia
<b>Background Information</b>	<p>The Central Bank of Liberia (CBL) is seeking a highly skilled <b>System Administrator Level II – NEPS &amp; Account Mapper</b> to support the <b>National Electronic Payments Switch (NEPS) and Account Mapper system</b> within the <b>Payment Systems Department</b>. This <b>purely technical</b> role requires expertise in <b>real-time payment switch operations, transaction routing, and secure payment network administration</b>.</p> <p>The selected candidate will be responsible for <b>configuring, monitoring, and maintaining the NEPS infrastructure</b>, ensuring the seamless processing of ATM, POS, mobile, and online transactions while managing the <b>Account Mapper database</b> for interoperability among financial institutions.</p> <p>This role is <b>critical for maintaining the national payment switch infrastructure, ensuring high availability, security, and efficient interbank transaction processing</b>.</p>
<b>Duties &amp; Responsibilities of the Position</b>	<p><b>Key Functions:</b></p> <ul style="list-style-type: none"> <li>• Administer and maintain <b>NEPS and Account Mapper infrastructure</b>, ensuring <b>24/7 uptime and real-time transaction processing</b>.</li> <li>• Manage <b>switch transaction processing</b>, including ATM, POS, mobile money, and e-commerce payment channels.</li> <li>• Monitor system performance, diagnose issues, and optimize routing configurations for fast and reliable transaction processing.</li> <li>• Configure <b>secure communication channels (VPN, TLS, ISO 8583 / ISO 20022 message routing)</b> between NEPS, banks, and third-party payment processors.</li> <li>• In collaboration with the Security Team, support the implementation and enforcement of <b>security measures</b> to protect NEPS against fraud, unauthorized access, and cyber threats.</li> </ul>

	<ul style="list-style-type: none"> <li>• Ensure compliance with <b>PCI-DSS, ISO 27001, SWIFT CSP, and other financial transaction security standards.</b></li> <li>• Perform regular <b>Account Mapper updates and reconciliations</b>, ensuring financial institutions' account data remains accurate and synchronized.</li> <li>• Coordinate with <b>banks, payment service providers, and telecommunications firms</b> to resolve transaction failures and system integration issues.</li> <li>• Develop and execute <b>disaster recovery and business continuity strategies</b> to mitigate system outages.</li> <li>• Automate <b>reconciliation, settlement, and dispute resolution processes</b> using scripting and system tools.</li> <li>• Maintain <b>detailed system documentation</b>, including configurations, logs, and security policies for compliance audits.</li> <li>• Provide <b>technical support and training</b> to participating banks and financial institutions on switch operations.</li> </ul>
<b>Minimum Job Qualifications &amp; Experience</b>	<p>Bachelor's degree in <b>Computer Science, Information Technology, or a related field.</b></p> <p>Minimum <b>5 years</b> of experience in <b>payment system administration, transaction switching, or real-time financial network operations.</b></p> <p>Strong expertise in <b>payment switches, transaction routing, and ISO 8583 messaging standards.</b></p> <p>Hands-on experience with <b>switching platforms such as Postilion, ACI Worldwide, OpenWay, or similar.</b></p> <p>Understanding of <b>network security, encryption protocols, and secure transaction processing.</b></p> <p>Proficiency in <b>Linux/Windows system administration and database management (SQL, Oracle, PostgreSQL).</b></p> <p>Industry certifications such as <b>PCI-DSS, SWIFT CSP, Red Hat Certified Engineer (RHCE), or Cisco CCNP</b> are highly desirable. Knowledge of <b>NEPS and Account Mapper functionalities, interbank settlement, and financial transaction reconciliation.</b></p>
<b>Required Competencies &amp; Skills</b>	<p><b>Payment Switch Administration:</b> Strong knowledge of <b>NEPS transaction processing, card-based payments, and mobile interoperability.</b></p> <p><b>Security &amp; Compliance:</b> Expertise in <b>PCI-DSS, ISO 27001, SWIFT CSP, and transaction security best practices.</b></p>

	<p><b>Network &amp; Communication Protocols:</b> Experience with <b>ISO 8583/20022, TLS, VPN, and interbank connectivity standards.</b></p> <p><b>Transaction Monitoring &amp; Troubleshooting:</b> Ability to diagnose <b>failed transactions, latency issues, and network disruptions</b> in real time.</p> <p><b>Automation &amp; Scripting:</b> Proficiency in <b>Python, Bash, PowerShell, or SQL scripting</b> for system optimizations and automation.</p> <p><b>Reconciliation &amp; Settlement:</b> Deep understanding of <b>batch processing, clearing cycles, and dispute resolution for electronic payments.</b></p> <p><b>Performance Optimization:</b> Ability to configure and optimize <b>switch settings for high transaction volumes with minimal downtime.</b></p> <p><b>Technical Documentation &amp; Compliance Reporting:</b> Strong ability to maintain <b>configuration records, audit logs, and operational reports.</b></p>
<p><b>Documents Required</b></p>	<ul style="list-style-type: none"> <li>• Updated Curriculum Vitae (CV).</li> <li>• Copies of relevant academic and professional certifications.</li> <li>• Cover letter detailing relevant experience and technical expertise.</li> <li>• Three professional references (preferably from the financial or IT sector).</li> </ul>
<p><b>General Application Requirements</b></p> <p>Both electronic and/or hard copy applications will be considered. Cover letters should be addressed to Mrs. Maway T. Cooper-Harding, Director of Human Resources Management Department, Central Bank of Liberia and sent to <a href="mailto:cbljobs@cbl.org.lr">cbljobs@cbl.org.lr</a> .</p> <p>The deadline for submission of applications is <b>Tuesday, July 1, 2025.</b></p>	