# VACANCY AT THE AMERICAN EMBASSY

The United States Embassy in Sierra Leone is seeking qualified individuals for the position listed below:

POSITION TITLE CLOSING DATE FOR

RECEIPT OF APPLICATIONS

Computer Support Associate February 19,2021

**Basic Function of the Position** –

Under the supervision of the Computer Management Supervisor serves primarily as Computer Application and Desktop Support Technician. This individual will also be responsible for imaging /reimaging of old/new workstations. The incumbent will provide support to all users on Windows 10 and all supported desktop applications. The incumbent assists the Systems Administrator in the day-to-day operations, development, installation, repair, maintenance, support and management of workstations and servers.

To apply for this position click: Computer Support Associate to login or create an account.

Information on these positions and application procedures are available on the Embassy’s website at <https://sl.usembassy.gov/embassy/jobs>.

The closing date for receipt of applications is listed above.

Electronic Recruitment Application (ERA). ERA is an electronic applicant management system powered by Monster.com.  It will allow Human Resources professionals at U.S. missions overseas to easily identify quality candidates from large pools of online applicants.  It is a compliant, flexible, proven applicant tracking solution that automates end-to-end hiring process. Most-of-all, ERA eliminates the need for paper-based activities and streamlines workflows, all while protecting sensitive information. With the introduction of ERA, the United States Embassy in Sierra Leone will NOT be accepting any paper applications.