



**GOVERNMENT OF EDO STATE – PUBLIC SERVICE RECRUITMENT  
P.M.B. 1066, BENIN CITY, NIGERIA**

# **NOTICE OF PUBLIC SERVICE JOB VACANCIES (RECRUITMENT OF GRADUATES & YOUNG PROFESSIONALS)**

The Edo State Government is carrying out a Public Service Transformation and Enhancement Project as part of its Institutional Reform Agenda. The Project is designed to develop the Human and Organizational capabilities required to deliver efficient services to the people of Edo State, and to **Make Edo Great Again**.

The services of talented graduates and young professionals are required to fill critical vacant positions in Public Service Departments and Agencies, support the implementation of the transformation programme and contribute to embedding the new ways of working.

Candidates who possess the required qualifications, experience and skills and would like to join us on this exciting and challenging Transformation Journey are invited to apply. Serving Civil Servants who are seeking a higher challenge are also invited to apply. The eligibility requirements and job specifications are as below:

**General Requirements:**

Candidate must possess the minimum academic and professional requirements for each job as stated below. Unless otherwise stated, a minimum of a second-class lower degree or lower credit HND Diploma is required and candidate must have completed the mandatory NYSC program (where applicable). Additional educational or professional qualifications may be an added advantage. Candidate must also be computer literate, technology savvy, possess good interpersonal and leadership skills and be able to work effectively in teams.

Successful Candidate will work in a Public Service Department or Agency that offers a robust, challenging, diverse working culture that values teamwork and leverages technology in delivering high quality services to the people of Edo State. Responsibilities will include:

- Contributing to the implementation of the Transformation Agenda
- Participate through teamwork in contributing to the goals and objectives of the Agency or Department they are assigned

Candidate applying for GL 8 jobs must have graduated on or after January 1, 2011 and must not have been more than 35 years of age by December 31, 2020. Candidates applying for GL 9 & 10 jobs must not have been more than 40 years of age by December 31, 2020.

**How to apply:**

Interested candidate may apply by visiting the Edo State Recruitment Portal at: [psrecruitment.edostate.gov.ng](https://psrecruitment.edostate.gov.ng) and completing the online application form. All applications must be submitted on or before 19<sup>th</sup> March, 2021.

**Note:** Candidate may only apply for 1 position in this advert. Multiple applications will result in disqualification.  
EDSG does not require Candidates to make any payments to any person or organization in respect of this recruitment exercise.  
We are an equal opportunity employer and each candidate shall stand the same chance of gaining employment.  
This recruitment campaign shall be free, fair and merit-driven.

**ARCHITECT GL08 Job Code: PGRD01**

Candidate must be registrable with the Architects Registration Council of Nigeria (ARCON) and must possess 1 of the following:

- B.Sc. degree (or equivalent in Architecture obtained from a University recognized by ARCON;
- A pass in the Final I Examination of the Nigerian Institute of Architects (N.I.A.); or
- A pass in the Final I Examination of the Royal Institute of British Architects (R.I.B.A.).

**ENGINEER (CIVIL, ELECTRICAL, MECHANICAL, STRUCTURAL AND OTHER DISCIPLINES) GL08 Job Code: PGRD02**

Candidate must possess a degree in the relevant Engineering discipline and must be registrable with the Council of Registered Engineers of Nigeria (COREN). Knowledge of Project management will be an added advantage.

**MEDICAL OFFICER CONMESS GL01 Job Code: PGRD03**  
Candidate must possess a degree in Medicine from an Institution recognized by the Medical and Dental Council of Nigeria (MDCN) and must have completed their House Officer program and have been registered with the Medical and Dental Council of Nigeria.

**SENIOR STATE COUNSEL GL 10 Job Code: PGRD04**  
Candidate must possess a first degree in Law from a University recognized by the Council of Legal Education and must have been called to the Nigerian Bar.

**ADMINISTRATIVE OFFICER GL08 Job Code: PGRD05**  
Candidate must possess a first degree in any of the disciplines of Social Science or Humanities.

**ACCOUNTANTS/AUDITORS GL08 Job Code: PGRD06**  
Candidate must possess a first degree in Accounting from a recognized University.

**ENVIRONMENTAL HEALTH OFFICER GL08 Job Code: PGRD07**  
Candidate must possess a Higher National Diploma (HND) in Environmental Health Sciences from a recognized Institution or West African Health Examination Board Diploma for Public Health Officer/Environmental Health Officer.

**HIGHER DATA PROCESSING OFFICER GL08 Job Code: PGRD08**  
Candidate must possess a Higher National Diploma in Data Processing or Computer Science plus at least three years' post-qualification cognate experience.

**PLANNING, RESEARCH AND STATISTICS OFFICER GL08 Job Code: PGRD09**  
Candidate must possess a first degree or equivalent in Economics, Statistics, Mathematics, Engineering, or any other Numerical discipline. Additional qualifications may be an added advantage.

Candidate must possess any of the following qualifications:

- A degree in Economics preferably with Statistics, Econometrics Development Planning as a subject from a recognized University.
- A degree plus Post-Graduate Diploma in Economic Planning, Economic Development or Project Preparation from a recognized University.

**EDUCATION OFFICER GL08 Job Code: PGRD10**  
Candidate must possess any of the following qualifications:

- A first degree in Education or in any other relevant subject from a recognized University; or
- A degree in a relevant subject plus a Postgraduate Diploma Certificate in Education.

**GEOLOGIST GL09 Job Code: PGRD11**  
Candidate must possess any of the following qualifications:

- A first degree in Geology, Mining or Exploratory Geology or Geology with Elementary Topographical Surveying as a subsidiary subject from a recognized University; or
- A degree and post graduate diploma in Geochemistry or Geology with specialization in Geochemistry from a recognized University.

**QUANTITY SURVEYOR GL08 Job Code: PGRD12**  
Candidate must possess any of the following qualifications or their equivalent registrable with the Nigerian Institute of Quantity Surveyors (NIQS):

- A degree in Quantity Surveying from a recognized University
- A pass in the final examination of the Royal Institute of Chartered Surveyors (RIQS)
- A pass in the final examination of the Nigerian Institute of Quantity Surveyor.

**LIBRARIAN GL08 Job Code: PGRD13**  
Candidate must possess any of the following qualifications:

- A degree from a recognized University plus a Post-Graduate Diploma in Library Studies;
- A degree in Library Studies; or
- Associateship or Fellowship of a recognized Institute of Librarians.

**SCIENTISTS/LABORATORY SCIENTISTS GL08 Job Code: PGRD14**  
Candidate must possess a Bachelors' degree (or its equivalent) in medical and appropriate natural sciences. Candidate must possess a first degree in pure or applied sciences, Laboratory Technology, or other related disciplines. Higher qualifications will be an added advantage

**PUBLIC HEALTH OFFICER CONHESS08 Job Code: PGRD15**  
Candidate must possess a degree in Medical Sciences (MBBS/B.Pharm.), Behavioral / Social Sciences, Public Health, Demography, Biostatistics, Statistics or relevant field from a recognized institution. Master's degree in Public Health (MPH) will be an advantage.

**MEDICAL LABORATORY SCIENTISTS CONHESS8\_GL09 Job Code: PGRD16**  
Candidate must possess a first degree in Medical Laboratory Science

**MEDICAL IMAGERY OFFICER/ RADIOGRAPHER CONHESS6\_GL07 Job Code PGRD17**  
Candidate must possess a Bachelors' degree in Radiography (B.Rad) and registration with the Radiographers Registration Board of Nigeria (RRBN)

**PHYSIOTHERAPIST CONHESS7\_GL08 Job Code PGRD18**  
Candidate must possess a Bachelors' degree in Physiotherapy and a current practicing license from the Chartered Society of Physiotherapists.

**PHARMACIST CONHESS09 Job Code PGRD19**  
Candidate must possess a degree in Pharmacy registrable with the Pharmacist Registration Board of Nigeria

**NURSES/MIDWIVES CONHESS7\_GL08 Job Code: PGRD20**

Candidate must possess a Bachelor of Nursing Science and duly registered with the Nursing and Midwifery Council of Nigeria (NMCN). Candidate must also possess a valid current practicing license

**PROCUREMENT OFFICER GL08 Job Code: PGRD21**

Candidate must possess a degree in Procurement, Purchasing and Supply, Accounting, Business Administration, Quantity Surveying, Banking and Finance, Economics or any other relevant degree.

**STATISTICIAN GL08 Job Code: PGRD22**

Candidate must possess any of the following qualification:

- i. A degree in Statistics as a special subject from a recognized University;
- ii. A degree from a recognized University in Social Science or Mathematics without Statistics plus a Post-graduate Diploma in Statistics.

**HIGHER TECHNICAL OFFICER (ELECTRICAL) GL08****Job Code: PGRD23**

Candidate must possess a Higher National Diploma (HND) in Electrical Engineering from a recognized institution or an Ordinary National Diploma (OND) in Electrical Engineering or related subject from a recognized Institution plus at least four years' post-qualification cognate experience

**HIGHER EXECUTIVE OFFICERS (AUDIT/REVENUE) GL08****Job Code: PGRD24**

Candidate must possess a Higher National Diploma in Accountancy or Business Administration with accounting subjects obtained from a recognized Institution or an Ordinary National Diploma plus at least five years' post qualification cognate experience.

**HIGHER WORKS SUPERINTENDENT (ELECTRICAL) GL08****Job Code: PGRD25**

Candidate must possess a Higher National Diploma (HND) in a relevant field from a recognized Institution or an Ordinary National Diploma (OND) in relevant subject from a recognized Institution plus at least four years post-qualification cognate experience.

**BUILDING OFFICER GL08 Job Code: PGRD27**

Candidate must possess any of the following qualifications or their equivalents which are provisionally registrable with the Council of Registered Builders of Nigeria (CORBON):

- i. A degree in Building or Building Technology from a recognized University.
- ii. A pass in the Final Part II Examination of the Nigerian Institute of Builders.

**INFORMATION OFFICER GL08 Job Code: PGRD28**

Candidate must possess a degree preferably in Arts, Journalism, Mass Communication, Social Science or English Language from a recognized University.

**REGISTRAR OF COOPERATIVE SOCIETIES GL08****Job Code: PGRD30**

Candidate must possess a degree in Arts, Economics, Agriculture, Law, Business Administration or Accountancy from a recognized University

**DATABASE ADMINISTRATOR GL08 Job Code: PGRD31**

Candidate must possess a degree in Engineering, Information Technology, Computer Science or relevant discipline with proficiency in database management.

Relevant certifications are an added advantage (Microsoft Certified Database Administrator; Microsoft SQL Server Certification; Oracles Database Administrator; Oracle Certified Professional).

**DATA ANALYST GL08 Job Code: PGRD32**

Candidate must possess a degree in Mathematics, Computer Science, Information Management or Statistics is an added advantage. Candidate must have a strong knowledge of and experience with reporting solutions (such as Power BI, Qlikview, etc), databases and ETL. A knowledge of statistics and experience using statistical packages for analyzing datasets (Excel, SPSS, SAS etc.) is essential.

**DATA ANALYST, INTERNAL REVENUE SERVICE GL09****Job Code: PGRD32(a)**

**Duties:** Responsible for collecting, interpreting and analyzing data and information using statistical techniques that optimize efficiency and quality and for monitoring performance and quality control plans to identify improvement opportunities.

**Requirements:** Candidates must possess strong analytical skills and the ability to collect, organize and disseminate information, must be adept at report writing and preparing or presentations. Candidates must possess 3 years' cognate working experience, a degree in mathematics, economics, business studies or other relevant discipline, and an Information & Communication Technology (ICT) professional certification

**GRAPHIC DESIGNER GL08 Job Code: PGRD33**

Candidate must possess a Bachelors' degree in Graphic Design or related field. Proficiency in Adobe Creative Suite, Quark, and CorelDraw, etc. is an advantage

**BUSINESS ANALYST GL10 Job Code: PGRD34**

Candidate must possess a Bachelor's degree in a relevant major field in any of Computer Science, Information Technology, Engineering. Experience with Microsoft Office tools is required (Word, Excel, PowerPoint, Outlook)

**SUPERINTENDENT OF PRESS GL07 Job Code: PGRD35**

Candidate must possess a Higher National Diploma in Machine Printing, Graphic Arts, Printing Technology or Book Binding from a recognized Institution.

**JOURNALIST/ADVERT CANVASSERS GL08****Job Code: PGRD36**

Candidate must possess a degree in Mass Communication or Journalism.

**MARKETING EXECUTIVE GL08 Job Code: PGRD37**

Candidate must possess a Bachelors' degree in Business, Marketing, or related field.

**PRINT PRODUCTION MANAGER**                      **GL08**                      **Job Code: PGRD38**  
Candidate must possess a BSc/BA in Business Administration or relevant field is preferred. Candidate must have a minimum of three (3) years' experience in the commercial print or publishing industries.

**PRESS MANAGER**                      **GL08**                      **Job Code: PGRD39**  
Candidate must possess a Bachelors' degree in Engineering, Manufacturing, Print Management or related field, or equivalent combination of education and experience in a manufacturing environment preferred.

**TRANSPORT MANAGER**                      **GL08**                      **Job Code: PGRD40**  
Candidate must possess a Bachelors' degree, a knowledge of logistics subset (e.g. People working in ground transportation need to have understanding of print industry) and a minimum of 4 years' experience working in logistics and transportation management preferred

**SOFTWARE DEVELOPER**                      **GL08**                      **Job Code: PGRD41**  
Candidate must possess a Bachelors' in Computer Science, Computer Engineering, Electrical Engineering or a related field.

Candidate must be experienced with back-end programming languages and scripting languages such as PHP, Python, Java or Kotlin, NET(C#), JavaScript, JQuery, HTML, Node JS, CSS, Django and also brilliant usage of advanced JavaScript libraries and frameworks such as AngularJS, I, Laravel, ReactJS, DurandalJS, PostgreSQL

A minimum of 1 year experience is an added advantage

**DHIS OFFICER**                      **GL08**                      **Job Code: PGRD42**  
Candidate must possess a Bachelors' degree from a University in Statistics, Social Science, Medical Science, Computer Science, Computer Engineering, Information Systems Technology or a related field. A postgraduate degree is desirable.  
Candidate must possess a minimum of 3 years documented practical DHIS2 implementation experience such as implementing DHIS2 Tracker and also experience with DHIS2 Mobile Applications

**PROGRAM ANALYST**                      **CONHESS7\_GL08**  
**Job Code PGRD43**  
A degree in computer science or other related discipline. Certification with major software or hardware vendors (e.g. Microsoft, CISCO, etc) may be an added advantage

**COMMUNITY MOBILIZATION OFFICER**                      **GL08**  
**Job Code: PGRD44**  
Candidate must possess a University degree in Political Science, International Affairs or other related Social Sciences field is preferred.  
Candidate must also possess a minimum of 3 years' of general work experience with at least two years on community mobilization and social issues at the grassroots level related experience is required.

**HIGHER AGRICULTURAL SUPERINTENDENT**                      **GL08**  
**Job Code: PGRD45**  
Candidate must possess the Higher National Diploma (HND) in Agriculture from a recognized Institution.

**DISTRIBUTION OFFICER**                      **GL08**  
**Job Code: PGRD46**  
Candidate must possess a Bachelors' degree in Marketing, Business Administration, Logistics and Supply or any relevant field Candidate must also have good marketing skill with a minimum of 2-3 years' experience in print marketing or related field.

**STRATEGY MANAGER**                      **GL10**                      **Job Code: PGRD47**  
Candidate must possess a strong knowledge of service development, delivery, operations and relationship management Strong strategic planning capabilities with a minimum of six (6) years' of experience in IT strategy, IT governance, IT Demand Management & prioritization

**DEMAND MANAGER**                      **GL10**                      **Job Code: PGRD48**  
Candidate must possess strong analytical and planning skills with an experience of managing relationships with internal business customers and a minimum of 4 years of experience in Demand Management and Project Management.

**DOMAIN ARCHITECT**                      **GL10**                      **Job Code: PGRD49**  
Candidate must possess a clear understanding of business architecture standards/ policies; deep understanding of the business domain with a minimum of 6 years' of experience in architecture development and project management

**APPLICATION ARCHITECT**                      **GL10**                      **Job Code: PGRD50**  
Candidate must possess proven architecture modelling skills with good understanding of the application architecture standards and components and also, a minimum of 4 years' of experience in architecture design, application development and project management

**INFRASTRUCTURE ARCHITECT**                      **GL10**                      **Job Code: PGRD51**  
Candidate must possess proven architecture modelling skills; good understanding of the infrastructure architecture standards; knowledge on networking, data centre design, database management and information security and a minimum of 4 years' of experience in infrastructure design and management.

**IT PROCESS & TOOLS ARCHITECT**                      **GL10**  
**Job Code: PGRD52**  
Candidate must possess a knowledge on IT tools & process automation; proven architecture modelling skills; good understanding of development and project management processes and methodologies with a minimum of 6 years of experience in architecture design and hands on experience on tools

**CHANGE MANAGER**                      **GL10**                      **Job Code: PGRD53**  
Candidate must possess business awareness of the impact of changes; understanding of change management tools (E.g. Remedy; Footprints); good awareness of commercial commitments and liabilities with a minimum of 4 years' of relevant change management experience

**SERVICE READINESS MANAGER**                      **GL10**                      **Job Code: PGRD54**  
Candidate must possess a strong understanding of IT services, service readiness and the required deliverables / outcomes; strong oral and written communication & facilitation skills with a minimum of 4 years of experience in service operations

**APPLICATION DEVELOPER**                      **GL08**                      **Job Code: PGRD55**  
Candidate must possess a knowledge of development process; proven technical aptitude in one or more application programming domains with a minimum of 1 year experience of developing solutions

**INFRASTRUCTURE ENGINEER**                      **GL10**                      **Job Code: PGRD56**  
Candidate must possess knowledge of infrastructure design, implementation and operations; strong problem-solving skills with a minimum of 1 year of experience in designing, implementing and maintaining infrastructure environments

**TEST MANAGER GL10 Job Code: PGRD57**  
Candidate must possess a knowledge of testing methodologies and standards; understanding of automated test tools; a knowledge of quality standards and procedures with a minimum of 4 years of testing experience

**INCIDENT MANAGER GL10 Job Code: PGRD58S**  
Candidate must possess a good knowledge of ITIL Service Delivery processes (preferably with formal certification); good understanding of incident management tools; ability to work under pressure with a minimum of 4 years of incident management experience.

**PROBLEM MANAGER (IT) GL10 Job Code: PGRD59**  
Candidate must possess a good knowledge of ITIL Service Delivery processes (preferably with formal certification); good understanding of problem management tools, business and financial awareness of the impact of problems with a minimum of 4 years of problem management experience.

**TECHNICAL OPERATIONS MANAGER GL10 Job Code: PGRD60**  
Candidate must possess a good knowledge of IT applications, infrastructure and service delivery; good understanding of service management tools for event management, provisioning and monitoring with a minimum of 4 years' of event and provisioning management experience.

**SERVICE VALIDATION MANAGER GL10 Job Code: PGRD61**  
Candidate must possess strong understanding of IT services & ability to understand operational readiness of services; good communication skills; planning & organizing skills with a minimum of 4 years' of experience in release and deployment management

**TECHNICAL SECURITY MANAGER GL10 Job Code: PGRD62**  
Candidate must possess knowledge of networks, firewalls, proxies and security technical risks related to key platforms; working knowledge of database and application security with a minimum of 4 years' of experience in information security domain

**CAPACITY & AVAILABILITY MANAGER GL10 Job Code: PGRD63**  
Candidate must possess a good knowledge of ITIL capacity and availability management processes with a minimum of 4 years' of experience in capacity/availability management

**ASSET & CONFIGURATION MANAGER GL10 Job Code: PGRD64**  
Candidate must possess an understanding of service organizations and the impact of deployment on Configuration Management Database (CMDB); experience of assets and logical CMDB methods; methodical approach with an attention to detail with a minimum of 4 years' of configuration/asset management experience

**QUALITY MANAGER GL10 Job Code: PGRD65**  
Candidate must possess project management or programme office skills; good awareness of ITIL standards and best practice within operational environments with a minimum of 2 years' experience of project status communication and reporting.

**KNOWLEDGE MANAGER GL10 Job Code: PGRD66**  
Candidate must possess an understanding of the ITIL Knowledge management framework; ability to organize and map large information sets with a minimum of 2 years of knowledge management experience

**BUSINESS CONTINUITY MANAGER GL10 Job Code: PGRD67**  
Candidate must possess specialized skills in business continuity planning, disaster recovery planning, risk analysis and problem resolution; ISO 22301 and related security frameworks knowledge with a minimum of 5 years' of experience in BCP/DR.

**IT RISK MANAGER GL10 Job Code: PGRD68**  
Candidate must possess an eye for understanding potential risks, legal and compliance implications; good knowledge of risk areas including regulatory, operational, information, technology risk and industry specific legalese; good knowledge of application and infrastructure security control mechanisms with a minimum of 5 years' of risk management experience.

**APPLICATION ADMINISTRATOR GL08 Job Code: PGRD69**  
Candidate must possess a Bachelors' degree in Computer Science, Engineering or other relevant discipline.

**NURSING OFFICER CONHESS8\_GL09 Job Code: PGRD71**  
Candidate must possess a Bachelor of Nursing Science and duly registered with the Nursing and Midwifery Council of Nigeria (NMCN). Candidate must also possess a valid current practicing license with a minimum of 2 years' working experience.

**COMMERCIAL SERVICE MANAGER GL10 Job Code: PGRD72**  
Candidate must possess a Bachelors' degree in Business Management, Engineering with a minimum of 6 years of commercial service management work experience. Knowledge of and proficiency in common office applications such as MS Word, Excel, Outlook and ability to navigate Salesforce.com, ServiceMax, ERP, and other business applications is an added advantage.

**DATABASE MANAGER, EDO STATE INTERNAL REVENUE SERVICE (EIRS) GL10 Job Code PGRD73**  
**Duties:** The role requires a professional database manager who will be responsible for designing, implementing, building and supporting applications and tools for the management of Internal Revenue Information/Data. Responsibilities include keeping the database up and running 24/7 and providing a seamless flow of information that considers both backend data structure and frontend accessibility for end-users.

**Requirements:** A degree in Data Processing or Computer Science from a recognized Institution, an Information & Communication Technology (ICT) professional certification and 6 years cognate working experience

**Public Relations Officer            GL10            Job Code PGRD74**

**Duties:** Develop, oversee and deliver PR strategies and campaigns, preparation of press releases and promotional materials and building positive relationships with stakeholders, media and the general public.

**Requirements:** Candidates must possess not less than 6 years cognate experience managing media relations (online, broadcast and print), must be proficient in MS Office and social media and a degree in Public Relations, Journalism, Communications or a related field

**ZONAL MANAGERS, EDO STATE INTERNAL REVENUE SERVICE**

**GL10            Job Code PGRD74**

**Duties:** Responsible for supervision and coordination of all tax offices within a Zone, ensures revenue targets are met for all the different revenue types within the zone and ensures the effectiveness of key internal revenue processes such as assessment, collection, filing of returns, enforcement, etc

**Requirements:** Candidates must have not less than 6 years' cognate experience with extensive knowledge of individual/corporate/ partnership tax law and practice, strong accounting, analytical, and research skills, excellent stakeholder management as well as written and oral communication skills. A first degree in accounting, business administration, economics & statistics or related discipline, from a recognized University as well as professional certification from CITN, ICAN, ANAN, ACCA, or other professional body are also required.

**SIGNED**

**ANTHONY OSAS OKUNGBOWA, Esq.**  
**HEAD OF SERVICE, GOVERNMENT OF EDO STATE OF NIGERIA**