



### Vacancy announcement

<b>Position</b>	<b>Cloud DevOps Engineer</b>	<b>Starting date</b>	ASAP
<b>Location</b>	Paris 9 <sup>th</sup> arr., HQ, France	<b>Contract Type</b>	CDI (French open-end contract)
<b>Contract duration</b>	Open-end	<b>Security Risk Level</b>	Calm (1/4)

#### About ACTED

Since 1993, as an international non-governmental organization, ACTED has been committed to immediate humanitarian relief to support those in urgent need and protect people's dignity, while co-creating longer term opportunities for sustainable growth and fulfilling people's potential. ACTED endeavors to respond to humanitarian crises and build resilience; promote inclusive and sustainable growth; co-construct effective governance and support the building of civil society worldwide by investing in people and their potential.

We go the last mile: ACTED's mission is to save lives and support people in meeting their needs in hard-to-reach areas. With a team of 5,900 national staff 400 international staff, ACTED is active in 38 countries and implements more than 500 projects a year reaching over 20 million beneficiaries. More on [www.acted.org](http://www.acted.org)

#### ACTED HQ

In ACTED HQ, more than 100 staff are dedicated to the operational support of projects implemented in our countries of intervention.

#### Key roles and responsibilities

##### OBJECTIVES

- 1) **To ensure the performance, security and resilience** of the ACTED cloud platform.
- 2) **To implement industry best-practices** in the fields of cloud-native and 'infrastructure as code' environments in line with ACTED policies.
- 3) **To support the ACTED Data & Development team** in the implementation of the core application stack.

##### KEY RESPONSIBILITIES

#### 1. **Management of the ACTED cloud platform (Azure)**

- Construct and maintain a catalogue of ACTED's hosted services, including production and pre-production environments
- Develop and document the necessary modules automating workload lifecycle and maintenance tasks
- Propose and implement monitoring solutions suitable for the development and infrastructure teams
- Implement a suitable mechanism for managing secrets and configurations for deployed services

#### 2. **Collaborate with the ACTED Infrastructure team to ensure the integration of the cloud platform with the existing ACTED technical infrastructure**

- Design product specifications, contractual requirements and technology stacks related to all technical architectures
- Collaborate closely with development teams and promote a culture of resilient system design
- Implement the ACTED Information Security Policy in all system designs
- Update and maintain standard operating procedures
- Perform security and maintenance updates as required
- Implement backup policies and business continuity plans
- Enforce a sound cloud financial management discipline (FinOps) by ensuring that cloud services costs are under control at any time
- Proactively identify gaps in existing systems documentation and update documentation accordingly

#### 3. **Collaborate with the Data & Development team**

- Advise on the integration of CI/CD pipelines with the ACTED cloud platform
- Facilitate the deployment of isolated feature-branch environments for internal testing
- Provide mechanisms for debugging preprod and production environments for authorised developers
- Assist with the development of REST APIs in the ACTED Core IMS application as required

#### 4. **Monitoring and incident management**

- Ensure constant system monitoring, raise alerts of any new vulnerabilities and propose solutions to the Infrastructure & Cyber-security Manager
- Create, centralize and consolidate reports from the infrastructure and network of ACTED's global sites
- Design, update and implement dashboards to monitor systems performance
- Assist IT helpdesk team with automation and provide level 2 support for tickets that require escalation
- Be a key actor in the IT incident management process by being first responder during IT incidents and coordinating responses with stakeholders
- Perform remediation actions and follow-up post-incident action plans



#### **5. Support change management**

- Ensure constant technological monitoring and perform active search of innovative solutions and service providers
- Contribute to change management and training of IT teams in the field
- Design training materials, tutorials & user manuals for field IT solutions and systems
- Contribute to the development a culture of IT security across all departments

#### **Required qualifications and technical competencies**

- DevOps background and at least a BAC+5 qualification
- Strong proficiency designing and managing cloud native applications with microservices patterns (Kubernetes, Helm, Ansible, Docker...)
- Experience with commercial cloud platforms (Azure, AWS, Google, ...)
- Experience with DevSecOps automation: CI/CD pipelines, secret management, monitoring
- Experience programming in Python appreciated
- Experience with Microsoft Azure PaaS appreciated (AKS, SQL, Redis, Elastic, Storage, ...)
- Knowledge of cybersecurity best practice (ANSSI, CIS20, OWASP...)
- Ability to write technical and promote official documents and standards
- Rigorous, autonomous and organised, solution-oriented
- Fluency in English & French required

#### **Conditions**

Salary defined by the ACTED salary grid depending on education level and experience  
Medical and repatriation insurance, food vouchers ("tickets restaurant") when in HQ, 50% coverage of Paris transportation costs (Navigo Pass)

#### **How to apply**

Please send your application (cover letter + resume) to [jobs@acted.org](mailto:jobs@acted.org) Ref: CDE/HQ