



**GENERAL SECRETARIAT OF THE ORGANIZATION OF AMERICAN STATES**  
Secretariat for Administration and Finance (SAF)  
Department of Information and Technology Services (DOITS)

**Type of contract:** Remote Consultant

**Location:** Remote

**Start date:** TBD, 2025

**Duration:** Up to 24 months

**Deadline for Application:** March 24, 2025

**Remuneration:** Based on experience, education, location, and skills

**Consultancy opportunity number:** CFR/10/25

## **BACKGROUND**

The OAS is currently undertaking a major effort to modernize its core systems and business processes. The OASCORE Business Modernization Platform is an organization-wide program, led by the Secretariat for Administration and Finance, to help redefine our business processes and further increase operational performance and efficiency, strengthen internal controls, maximize process automation, and self-serve, and drive integration with the National Offices. These high-level goals will ensure the OAS becomes a more agile organization that can quickly pivot to internal and external changes.

The OASCORE program is a highly complex business transformation effort and has been deemed as the number one priority for the OAS and its Member States.

## **ROLE**

The Department of Information and Technology Services (“the DOITS”) is responsible for managing all Systems and Technology infrastructure resources and personnel, including all matters related to the plans, policies, procedures, and standards governing the utilization of technology resources and management of information technology services of the General Secretariat of the OAS.

The Microsoft Cloud Architect Consultant (“the Consultant”) is a Cloud Architect who works under the direct supervision of the Chief of the Infrastructure and Security section of DOITS and supports the overall OASCORE Business Modernization Platform Program. As part of the OASCORE Program, the Consultant is expected to prioritize a platform-agnostic and user-centric work approach beyond Microsoft Dynamics 365.

The Consultant main responsibility is for designing and implementing cloud-based solutions that meet an organization's technical and business requirements with focus on the organization's financial and procurement systems in Microsoft Dynamics 365, primarily F&O and SCM (“D365”).The Consultant collaborates with internal product teams to understand existing data structures and processes in D365. The Consultant collaborates with external vendors and partners, ensuring project quality and delivery. The Consultant writes technical documentation for operational support.

## **DUTIES AND RESPONSIBILITIES**

- Collaborates with key stakeholders to optimize business processes and technical needs, so then design cloud solutions according to those processes and needs.
- Develop and communicate the organization's cloud strategy, considering factors such as cost optimization, performance, security, and scalability.
- Prepare architecture blueprints that define the structure of cloud resources, including virtual machines, networking, storage, databases, and security mechanisms.
- Ensure that the architecture supports high availability, fault tolerance, and disaster recovery.
- Design architectures that ensure high performance and low latency for applications and services.
- Assist in migrating on-premises systems or existing applications to the cloud.
- Plan and execute migration strategies, considering factors like data transfer, application compatibility, and minimizing downtime.
- Evaluating cloud applications, hardware, and software.
- Implement robust security practices to protect data and resources in the cloud environment.
- Articulates, develops, and models end-user experience including the visual design of the application, to make user interaction simple, efficient, and consistent.
- Develop strategies to manage and optimize cloud costs.
- Work closely with development teams, operations teams, and other stakeholders to align technical strategies and ensure successful implementation of cloud solutions.
- Performs related duties as assigned.

## **REQUIREMENTS**

- **Education**
  - BS level degree in Computer Science, Engineering, or related field.

- **Language**
  - Excellent oral, writing, and communication skills in Spanish. Proficiency in English is highly desirable.
- **Technical skills**

**Essential**

- 4+ years of architect experience (e.g., infrastructure/technical, solution/application, information/data, security/provisioning, or enterprise/business).
- 4+ years of hands-on experience configuring and operating Azure PaaS and IaaS services.
- 4+ years of hands-on with developing and/or maintaining Cloud provisioning templates with IaC technologies (e.g., Terraform, Cloud Formation)
- 4+ years of hands-on Microsoft Life Cycle Services (LCS) mainly in Dynamics 365 implementations.
- Experience in public sector Microsoft Dynamics 365 implementations.
- Experience on Cloud migration of application from on-premises
- Very strong technical knowledge of the Microsoft ecosystem and security
- Experience on DevOps to ensure the right building of technology by developers and software designers.
- Experience scaling an application and/or its hosting environment to support increases in traffic.
- Proficiency with PowerShell, Python, or other scripting languages
- Development of scripts to automate the deployment of resource stacks and associated configurations
- Microsoft Azure SQL / SQL Servers: Knowledge of managing databases and backups.
- Experience on automation using PowerShell and JSON Templates
- Microsoft MCP: Azure Infrastructure
- Collaborate with other team members and stakeholders.
- Completing project deliverables on project timelines.
- Demonstrating solid organization and communication skills.
- Problem solver, attention to detail, fast learner, self-motivated.

**Desirable**

- Experience any of the following is a plus: Microsoft AVS, Continuous deployment (CICD), Power BI administration.
- Experience with ITIL framework.
- Programming knowledge in development, debugging and support of Microsoft Dynamics F&O and/or Microsoft Customer Services.

- **Working skills**

- Ability to deliver on project commitments.
- Team-oriented and have excellent strong analytical problem-solving skills.
- Global business acumen

**SUBMISSION OF APPLICATIONS:**

- Interested candidates should send their CV and cover letter (no more than 250 words) with the subject **“Microsoft Cloud Architect”** to [DOITS-CV@oas.org](mailto:DOITS-CV@oas.org)
- No phone inquiries accepted. Only shortlisted candidates will be contacted.

**The GS/OAS embraces equality, diversity, and inclusion. Thus, the GS/OAS, in accordance with its rules and regulations, is committed to providing equal opportunities in employment, achieving a diverse staff, and will consider a wide geographic representation, as well as gender equity and equality, in the selection of candidates.**