



EMPLOYMENT OPPORTUNITY

The Technical Education, Vocational and Entrepreneurship Training Authority (TEVETA) is a body corporate established under the Technical Education, Vocational and Entrepreneurship Training (TEVET) Act No. 13 of 1998 and the TEVET (Amendment) Act No. 11 of 2005.

TEVETA was established to regulate, monitor and co-ordinate Technical Education, Vocational and Entrepreneurship Training in consultation with industry, employers, workers and other stakeholders.

TEVETA wishes to recruit a qualified and experienced Zambian for the following position on a short-term contract basis.

TEMPORARY SPECIALIST-INFORMATION TECHNOLOGY

Job purpose

To plan, evaluate and administer the local area network (LAN), related hardware, software and databases, performing various tasks to ensure the Authority's and user requirements are met.

Duties and responsibilities will include

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- a) System monitoring.
- b) Administration and management of Active Directory.
- c) Creation of New accounts in Active Directory.
- d) Ensuring servers are running at optimal levels.
- e) Running reports on system performance for decision making.
- f) Managing staff and user credentials on the Local Area Network
- g) Troubleshooting the ICT infrastructure in case of a problem.
- h) Training of staff.
- i) Coordinating and providing support for Sophos Firewall and network system.
- j) Management and deployment of the Anti-Virus.

k) Risk management and mitigation planning

MINIMUM QUALIFICATION AND EXPERIENCE

Minimum Qualifications

- Bachelor's degree in Computer Science, Information Technology, System Administration, or a closely related field, or equivalent experience required.
- System administration and IT certifications in Linux, Microsoft, or other network related fields are a plus
- Working knowledge of virtualization, VMWare, or equivalent.
- Strong knowledge of systems and networking software, hardware, and networking protocols
- Experience with scripting and automation tools.
- A proven track record of developing and implementing IT strategy and plans
- Strong knowledge of implementing and effectively developing helpdesk and IT operations best practices, including expert knowledge of security, storage, data protection, and disaster recovery protocols
- Microsoft Certified Solutions Expert (MCSE) will be an added advantage
Cisco Certified Network Associate (CCNA) be an added advantage

Minimum Experience

3-5 years of network administration, or system administration experience.

Letters of application accompanied with a CV detailing achievement, and names of three traceable referees, should be addressed to:

The Director General
Technical Education, Vocational and Entrepreneurship Training Authority (TEVETA)
Bird Cage Walk, Longacres
Private Bag RW 16X
LUSAKA

Correspondence will only be conducted with short listed candidates. Should you not hear from us, please consider your application unsuccessful.

Closing Date for receiving applications **29th July 2022**