



DEPARTMENT OF WATER AND SANITATION

- APPLICATIONS** : Free State (Bloemfontein): Please forward your application quoting the reference number to the Provincial Head: Free State, Department of Water and Sanitation, Private Bag 528, Bloemfontein, 9300 or hand delivered to Corner of East Burger and Charlotte Maxeke, 2nd Floor Bloem Plaza, Bloemfontein, 9300.
- FOR ATTENTION** : Mrs L Wymers
- CLOSING DATE** : 14 December 2018 TIME: 16h00
- POST** : INFORMATION TECHNOLOGY TECHNICIAN REF NO: 141218/15
- BRANCH** : Chief Operations Office
Div: Information Technology and Comms
- SALARY** : R356 289 per annum (Level 09)
- CENTRE** : Bloemfontein
- REQUIREMENTS** : A National Diploma or Degree in Information Technology. Certification in the following will be an added advantage: Certificated Microsoft Engineer, Microsoft Certified Solutions Associate (MCSA) or Microsoft Certified Solutions Expert (MCSE). A+ and Network+ certification is required. Three (3) years appropriate experience in IT. Knowledge of Windows 7; Windows 8; Windows 10; MS Office 2010, 2013 and Office 365; Symantec Anti-virus; Microsoft SMS; Transversal systems (Persal; BAS; SAP; LOGIS) and ITIL will serve as an advantage. Applicants must have a valid driver's license (Certified copy must be attached) and be willing to travel to various remote sites and offices. Competencies: An in-depth knowledge of client-server IT environment. Leadership qualities as well as strong customer service and interpersonal skills. Good computer knowledge and skills (Ms Word; Excel and Power Point). Ability to work under pressure. Good communication skills (verbal and written) Exposure to different business application platforms.
- DUTIES** : Manage calls logged on the call management system. Provision of end-user support with regards to hardware; software, network connectivity and Telephony (Voice Over IP). Ensure that all IT policies, norms and standards are enforced. Perform quality control for the Local Area Network (LAN). Perform installations; maintenance and upgrading of computer hardware and second-line fault-finding identification. Install and upgrade software applications not performed by resources from the outsourced partner. Provide and maintain internet and e-mail client services. Ensure that antivirus software signature and operating systems patches are up-to-date. Initiate and co-ordinate the change control procedures. Provide users with training of computer end-user skills and on new technologies relevant to their needs. Perform routine back-up for all the available servers. Compile monthly performance reports. The appointees will be expected to perform overtime and standby duties when necessary as well as assist the Deputy Director: Information Technology with all IT related tasks.
- ENQUIRIES** : Mr T. Diradingwe, Tel No: 051 405 9198