



Network Administrator 3-5 Year Contract

The above mentioned position is available in the Finance Department at Robben-Island Museum. Reporting to the ICT Manager the incumbent will be responsible for the operation and administration of RIM's internal networks, servers, email and network security systems.

Duties and Responsibilities:

- Administration and maintenance of RIM's internal systems.
- Configuration and set-up of all new server systems required internally for the company's activities.
- Firewall administration and overall responsibility for RIM's IT security.
- Administration of email servers for company-wide email.
- Provide telephone and desktop support to internal users.
- Forecasting any needed improvements, budgeting for and implementing any changes.
- Providing network/system support services.
- Ensure that the network is used efficiently.
- Ensure prescribed service-quality objectives are met.

Experience and Technical skills:

- Diploma in Computer Science, Management Information Systems or Business Administration; supplemented with one or more courses in current technology;
- Considerable (5 years) and current experience as an Administrator on a medium sized network of servers, desktop systems and communications devices using current technologies.

RIM is an EE, AA, employer, RIM reserves the right the right not to make an appointment if suitable candidate are not found. Forward a detailed cv, accompanied by certified copies your ID and qualification certificates as well as contactable referees, to recruitment@robben-island.org.za or fax 021 425 2131 by no later than 31 January 2016.
Note : If you do not hear from us within 30 days, please consider your application unsuccessful.

