



## UNIVERSITY OF NAIROBI

### INTERNAL ADVERTISEMENT

Applications are invited for the following position:

**MANAGER (MANAGER - DATA CENTRE), GRADE 13, INFORMATION AND COMMUNICATION TECHNOLOGY CENTRE (ICTC), CENTRAL ADMINISTRATION – ADVERT REF AC/9/189/23 – 1 POST**

#### **Job Specifications (Applicants should have)**

- MSc. Degree in any of the following fields: Computer Science; Information Systems; Electrical Electronic Engineering or an equivalent qualifications plus five (5) years experience at the level of Chief ICT Officer, Grade 12 **OR** BSc. in the above mentioned fields plus ten (10) years experience at the level of Chief ICT Officer Grade 12. In addition they must have: at least five (5) years of systems or database or network administration in a corporate environment; at least three (3) years' experience in team management; professional certifications in either ICT Security, or Networking, or Systems Administration, or Database Administration
- Possess the following technical skills in systems or database or network administration on diverse platforms, good systems diagnostic and analytical skills and effective communication and good interpersonal skills

#### **Duties and responsibilities:**

1. To plan, design and implement server systems, facilities and services
2. To provide systems and database administration services for University servers.
3. To install, configure, optimize and maintain server systems.
4. To manage server systems users and resources.
5. To formulate, implement and enforce server usage policies and standards.
6. To design, implement and manage server security systems and procedures.
7. To monitor and fine-tune the performance of servers and server processes.
8. To oversee the implementation, maintenance and support of server systems.
9. To identify skill requirements and pursue appropriate training.
10. To identify tools, services, facility requirements, and advice on procurement.
11. To design, implement and manage server backup procedures.
12. To perform other duties, the Deputy Director (CNIS) assigns.

## NOTES

1. Applicants should email their application letters, certified copies of certificates and curriculum vitae (CV) giving details of their qualifications, experience and three (3) referees, as well as indicating their telephone and e-mail contacts.
2. Applications and related documents should be forwarded to the Director, Human Resource, University of Nairobi.
3. Applicants should state their current designations, salaries and other benefits attached to those designations.
4. The application letter must bear the reference code indicated in the advertisement.
5. Late applications will not be considered.
6. Applications should be emailed as one file in PDF to: [recruit-mdcict@uonbi.ac.ke](mailto:recruit-mdcict@uonbi.ac.ke)

**CLOSING DATE: FRIDAY, SEPTEMBER 29, 2023**

**THE UNIVERSITY OF NAIROBI IS AN EQUAL OPPORTUNITY EMPLOYER  
ONLY SHORTLISTED APPLICANTS WILL BE CONTACTED.**