

## **Job Profile for Core Infrastructure & Messaging**

Providing design and implementation according to best practices and standards and to also deploy and manage all IT hardware and server infrastructure.

### **Role Qualification:**

**Academic/Professional:** A good university degree in Computer Science, Electrical/Electronic Engineering, Computer Engineering or equivalent with certification in Microsoft Windows administration.

**Work experience:** At least 3-5 years cognate experience in IT.

### **Key Responsibilities:**

- Management of the enterprise domain (Users & Systems)
- Administration of Email communications & Antivirus Servers
- Management and deployment of Microsoft Windows patches
- Administration of all collaboration platforms including Video Conference systems and LYNC communications
- Administration of all servers and storage area network (SAN)
- Deployment of Systems to users across the group
- Support the Helpdesk/Service Desk & Regional IT Support functions
- Management/Deployment of Hardware (Printers, Scanners, Phones, etc.)
- Management/Administration of Internet Proxy Services
- Procurement of IT Hardware (Excluding Networking & Security Devices)
- Management of Data Center (liaising with 3rd party service vendors)
- Zero downtime of primary and Disaster Recovery Site
- Successful data replication and implementation of Disaster Recovery at Branches
- Implementation and maintenance of effective backup and restore operations
- Oversees the management and deployment of Microsoft Windows patches
- Operating costs of data Centre, power, UPS and inverter infrastructure to budget.
- Effective power management across all locations – Head Office and Welcome centres. Availability of power, UPS and inverter.

Interested Applicants should send their CVs to **jobtalentrecruit@gmail.com** stating the role applied for as subject of mail. e.g “Core Infrastructure & Messaging”

