



**UNIVERSITY OF NAIROB
INTERNAL ADVERTISEMENT**

Applications are invited for the following position:

SENIOR ICT OFFICER (USER SUPPORT SERVICES) GRADE DEF, INFORMATION AND COMMUNICATION TECHNOLOGY CENTRE (ICTC), CENTRAL ADMINISTRATION, ADVERT REF AD/9/200/23 - 16 POSTS

Job Specifications (Applicants shall have)

- Either a BSc degree **OR** a Higher Diploma in any of the following fields: Computer Science or Information system or information Technology or equivalent qualifications from a learning recognized institution plus five (5) years experience at the level of ICT officer grade ABC. In addition, should have at least one (1) year experience in computer and network support.
- Must possess the following: technical skills in networks infrastructure, communication, and service management; effective communication and good interpersonal skills and good systems analytical and diagnostic skills.

Duties and responsibilities:

1. To implement, maintain and support computer and communication networks in line with the established standards.
2. To train users in and provide support for proper use and access of networked resources and services.
3. To implement client-level security configurations to minimize host vulnerabilities.
4. To manage assigned segments of Local Area Networks.
5. To adequately document network infrastructure and related issues.
6. To identify skill requirements and recommend appropriate training.
7. To identify tools, services and repair facility requirements.
8. To perform any other duties assigned by the Deputy Director (USS&M)

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-sictous@uonbi.ac.ke

CLOSING DATE: FRIDAY, OCTOBER 13, 2023

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