



**POST OW-IT: IT Specialist : Corporate Services Department**

**SALARY:** Negotiable

**CENTRE:** OVERBERG WATER BOARD, HEAD OFFICE, SOMERSET-WEST

The successful candidate will be responsible to:

- Provide specialist services to the information technology function of the Entity
- Assist with the development and management of the IT requirements, outlines, budgets, and schedules for information technology projects
- Providing user training, support, advice and feedback
- Installation , maintenance, monitoring and troubleshooting of servers
- Designing IT maintenance procedures and putting them into operation
- Assist with all aspects of the implementation and operation of information and functional systems for the organization, including software applications, network, phone systems and end-user computers such as providing help desk and technical services assistance to on-site and remote employees
- Assist with the design, develop, implement, and coordinate policies and procedures for all areas of information technology to assure data accuracy, security, legal and regulatory compliance; assure compliance with Standard Operating Procedures (SOPs).
- Assist in ensuring security of information technology assets, data, network access, and backup systems and support agreed audits to verify the security of internal and external systems

**REQUIREMENTS:** The candidate must have

- A degree in Computer Science/ Business and Information management (NQF Level 7) as recognized by SAQA accompanied by minimum NQF level 6
- Added Advantage: MCSE 2012, Microsoft Certified System Expert
- Fully conversant with the use of an ERP system
- Hands-on experience of Virtual Private Networks (VPN)
- Experience of wireless Local Area Networks (LAN)
- Proficiency in maintenance of Core Server infrastructure and Services (Patch management, Antivirus, DNS, DHCP, Agents etc.), Microsoft administration and related services,
- Virtualized server designs and support, Server monitoring, Server operating system rebuilds and restore, Domain controllers rebuild and restore.
- A minimum five (5) years specialist level experience in an information Technology department in the public or water sector

**NOTE:** Applications must consist of a comprehensive CV as well as certified copies of qualifications and Identity Document. For all posts, please forward your application quoting the relevant reference number, to the address mentioned at each post. No late applications will be accepted. Overberg Water Board reserves the right not to fill the position.

Interested candidates can forward an application with all of the necessary documentation to [recruitment@overbergwater.co.za](mailto:recruitment@overbergwater.co.za) or P.O. Box 1005, Somerset Mall, 7137 before **14h00 on Saturday 16 March 2019.**

If you have not heard from us within six (6) weeks of the closing date, please accept that your application was unsuccessful. Overberg Water is committed to Employment Equity and persons from the designated groups will receive preference. If no suitable candidates from the unrepresented groups can be recruited, candidates from the represented groups will be considered.

28/02/2019