



VACANCY RE ADVERTISEMENT

REFERENCE NR	:	VAC00546
JOB TITLE	:	Junior System Administrator (Windows)
JOB LEVEL	:	C2
SALARY	:	R 286 639 – R 429 959
REPORT TO	:	Snr. System Administrator, Technical Manager
DIVISION	:	IT Infrastructure Services
DEPARTMENT	:	ITI Hosting
LOCATION	:	SITA Centurion
POSITION STATUS	:	Permanent (Internal & External)

Purpose of the job

To provide technical support, installation, customisation, configuration, administration, and maintenance of various system software products as well as ensure a secure and stable environment for the user of enterprise and midrange class servers.

Key Responsibility Area

- Assist with preparation for Infrastructure implementation and deployment
- Assist with system administration, maintenance and system software and hardware management
- Assist with user support in order to resolve problems (outside vendors and internal personnel)
- Assist with reports on the work of the section to ensure accountability.

Qualifications and Experience

Minimum: 1 - 2-year National Certificate in Information Technology/ NQF level 5 or accredited specialised courses. Certification in Windows environment.

Experience: 2 - 3 years of working experience in Windows environment.

Technical Competencies Description

Knowledge of: Microsoft Server Operating System Administration inclusive of Cloud principles. Backup and Disaster recovery knowledge.

Knowledge of Administration of Windows infrastructure; Administration of cloud platforms;

Automation of repeatable tasks and processes; Working against project timelines; and Develop and implement new solutions based on business requirements.

Interpersonal/behavioural competencies: Attention to Detail; Analytical thinking; Continuous Learning; Disciplined Resilience; and Stress Management.

Other Special Requirements

N/A.

How to apply

To apply please log onto the e-Government Portal: **www.eservices.gov.za** and follow the following process;

1. Register using your ID and personal information;
2. Use received one-time pin to complete the registration;
3. Log in using your username and password;
4. Click on "Employment & Labour";
5. Click on "Recruitment Citizen" to create profile, update profile, browse and apply for jobs;

Or, if candidate has registered on eservices portal, access www.eservices.gov.za, then follow the below steps:

1. Click on "Employment & Labour";
2. Click on "Recruitment Citizen"
3. Login using your username and password
4. Click on "Recruitment Citizen" to create profile, update profile, browse and apply for jobs

For queries/support contact eRecruitmentSupport@sita.co.za

CV`s sent to the above email addresses will not be considered

Closing Date: 02 December 2022

Disclaimer

SITA is an Employment Equity employer and this position will be filled based on the Employment Equity Plan. Correspondence will be limited to shortlisted candidates only. Preference will be given to members of designated groups.

- If you do not hear from us within two months of the closing date, please regard your application as unsuccessful.
- Applications received after the closing date will not be considered. Please clearly indicate the reference number of the position you are applying for.
- It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualifications Authority (SAQA).
- Only candidates who meet the requirements should apply.
- SITA reserves the right not to make an appointment.
- The appointment is subject to getting a positive security clearance, the signing of a balance scorecard contract, verification of the applicants' documents (Qualifications), and reference checking.
- Correspondence will be entered to with shortlisted candidates only.
- CV`s from Recruitment Agencies will not be considered.
- CV`s sent to the incorrect email addresses will not be considered