



VACANCY - 2340

REFERENCE NR	:	VAC00288/26
JOB TITLE	:	Senior Specialist: Server Administrator (SharePoint)
JOB LEVEL	:	D1
SALARY	:	R 558 347 – R 837 521
REPORT TO	:	Consultant: EUC Server Support
DIVISION	:	Service Management
DEPARTMENT	:	SM EUC DOD
LOCATION	:	SITA Erasmuskloof
POSITION STATUS	:	Permanent (Internal & External)

Purpose of the job

To manage and maintain the core server management infrastructure, resolve high/medium incidents logged, upgrade the server hardware/software monitor server availability in the client's enterprise or LAN environment to ensure good service delivery.

Key Responsibility Area

- Implementation of all services and solutions relating to the Core server infrastructure and Directory services.
- Design procedures and standards for Directory integrated systems, Servers and related services and monitor implementation thereof.
- Management/ ownership /resolution of high medium operational incidents.
- Implementation of Server and Services Toolsets & Dashboards.
- Monitor availability of the server.
- Publish/distribute server software/hardware upgrade.

Qualifications and Experience

Minimum: 3-year National Diploma / Degree in IT or Computer Science, IT related fields (NQF level 6) PLUS MCSA/ MCSE/ MCITP/ Microsoft Azure Certifications/ Microsoft 365 Certifications, SharePoint certification will be preferred.

Certification: Microsoft Azure Fundamentals Microsoft Certified: Azure Administrator Associate - Designing and Implementing Microsoft Azure Networking Solutions Microsoft Azure Infrastructure Solutions Microsoft Certified: Identity and Access Administrator Associate Azure SAP Microsoft 365 Certified: Messaging Administrator Associate Microsoft 365 Certified: Teamwork Administrator Associate Microsoft 365 Certified: Modern Desktop Administrator Associate Microsoft 365 Certified: Security Administrator Associate Microsoft Certified: Azure Security Engineer Associate Microsoft 365 Certified: Teams Administrator Associate Microsoft 365 Certified: Teamwork Administrator Associate. SharePoint certification will be preferred

Experience: 5 - 6 years' experience as a Specialist: Server Administrator (SharePoint experience/ knowledge will be preferred) in the provisioning, support and maintenance and support of all Server related Infrastructure such as Enterprise Directory Services, virtualization and server infrastructure technology stack. Experience in working within the ITIL Framework for Incident, Problem, Change, or Service Experience in the design, planning, implementation of an Enterprise Server solution and services.

Technical Competencies Description

Knowledge of: IT and Government Industry. IT Products and Services. An in-depth knowledge of: Server Operational Management. System performance. Server Performance. Management/Support service offerings. Stakeholder management. knowledge of TCP/IP, DNS, 802.1x, and DHCP protocols; knowledge of Windows and Linux Servers, Server Operations, Server applications, etc.; knowledge of both physical and virtualized servers, especially Hyper-V. A solid understanding of: Hardware and software support for client system/solutions, Server & Storage related technologies & related management toolsets and solutions Service Management systems (ASPECT /ARS/ITSM7) or equivalent applications ICT Operational Trends Network Operating Systems. Project Management. NOS/Active Directory/Virtualization. Quality assurance standards. DNS, E-Mail, software deployment, Patch management, Core Stack builds VPN technologies and concepts. Disaster Recovery. SharePoint technologies and concepts will be preferred. Computer and network security principles Operating System Stack builds (OS Imaging). Service Level 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 egovsupport@sita.co.za OR call 080 1414 882

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

Closing Date: 12 June 2025

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.