

THE CATHOLIC UNIVERSITY OF EASTERN AFRICA

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25th September 2018

JOB ADVERTISEMENT

NETWORK ADMINISTRATOR

The Catholic University of Eastern Africa is seeking to recruit a dynamic, qualified and result oriented person to fill the position of **Network Administrator**.

Post Title: Network Administrator.

Job Purpose:

Responsible for providing technical support and troubleshooting services for the University's networks and telecommunication infrastructure.

Reporting:

The job holder reports to the Head of ICT.

Duties and Responsibilities

1. Provide technical support for the university network including wired and wireless;
2. In-charge of routing and switching infrastructure;
3. Plan, implement and maintain Campus networks;
4. Install, configure and administer network monitoring tools such as cacti and Nagios
5. Manage and maintain and up-to date inventory of all network resources;
6. Maintain the IP Plan for the University;
7. System and network administrative tasks on different servers (proxy, email, DNS, FTP, network storage, IP PABX, firewalls and Switches);
8. Responsible for Network design, setup and maintenance;
9. Network installation, configuration and testing
10. Maintain system performance by performing system monitoring and analysis and performance tuning;
11. Provide training to end-users;
12. Research and investigate projects to enable strategic growth and improvement of network systems;

13. Use skills and experience to improve and innovate IT Department projects;
14. Any other duties as may be assigned by the supervisor from time to time.

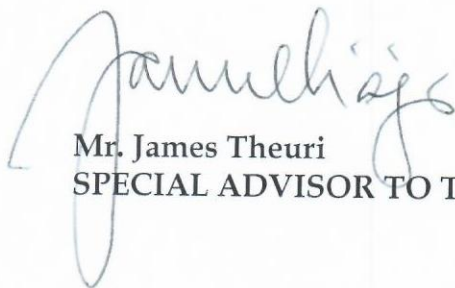
Minimum Qualifications, Skills and Competencies:

- BSc. degree in Computer Science OR Information Technology OR Electric Engineering OR a related field;
- Microsoft, Cisco, and UNIX Certifications.
- Five (5) years' relevant working experience in a similar position;
- Working knowledge of Local Area Networks (LANs) and Wide Area Networks (WANs);
- Hands on experience in Networking, Routing and Switching;
- Experience with firewalls and VPNS;
- Ability to generate, analyse and interpret, network diagrams, User support records, Bandwidth graphs, Network test results.
- Integrity, honesty and ethics.
- Excellent verbal & written communication.
- Good problem solving skills.
- Excellent analytical skills.
- Excellent interpersonal skills.
- Professionalism -maintains a professional approach based on ethics and CUEA values.

Applications should reach the Human Resources Manager on or before 9th October 2018. The application can be made via post or sent to secretaryhr@cuea.edu

Applicants should enclose a C.V., copies of relevant certificates and transcripts, and three reference letters from recognized persons/institutions.

NB: ONLY SHORTLISTED CANDIDATES SHALL BE CONTACTED.



Mr. James Theuri
SPECIAL ADVISOR TO THE VICE CHANCELLOR

