



FREE STATE PROVINCE

FREE STATE PROVINCIAL GOVERNMENT

Free State Provincial Government is an equal opportunity affirmative action employer. It is our intention to promote representativity (race, gender and disability) in the Province through the filling of this post and candidates whose appointment/promotion/transfer will promote representativity will receive preference.

DEPARTMENT OF TREASURY

Directions to applicants Applications must be submitted on form Z.83, obtainable from any Public Service Department and must be accompanied by certified copies of qualifications (a transcript of results must be attached), driver's license, identity document and a C.V. Applicants are requested to complete the Z83 form properly and in full. Qualification certificates must not be copies of certified copies. Applications received after the closing date and those that do not comply with these instructions will not be considered. The onus is on the applicants to ensure that their applications are posted or hand delivered timeously. Candidates who possess foreign qualifications and/or short courses certificates must take it upon themselves to have their qualifications evaluated by the South African Qualifications Authority (SAQA), and must please attach proof of the level of their qualifications after evaluation on all applications. No e-mailed or faxed applications will be considered. Applicants are respectfully informed that if no notification of appointment is received within 4 months of the closing date, they must accept that their application was unsuccessful.

POST: NETWORK ADMINISTRATOR
REFERENCE NO: FSPT 017/12

SALARY: Salary level 7 – A basic salary of R 149, 742 per annum.

CENTRE: BLOEMFONTEIN

REQUIREMENTS:

- A relevant diploma or degree in Information Technology.

RECOMMENDATIONS:

- A+, N+ or MCSE certification and appropriate experience in an IT technical support field will be an added advantage.
- Working technical knowledge of all Windows and Microsoft platforms.

DUTIES:

- Maintain and support of all desktops, laptops, printers and other ICT peripherals and systems of the Department.
- Provide inputs for the development of appropriate systems, policies and procedures.
- Assist with the acquisition, movement and disposal of outdated IT assets and ensure proper recording thereof in the asset register (service desk).
- Assist with the procurement of relevant IT equipment, compile specifications, validate and recommend accordingly.
- Train, advise and inform users with regard to the utilization of ICT resources.

ENQUIRIES:

Ms. T.E.M. Moloabi, Telephone (051) 405 4364

APPLICATION FOR THE DEPARTMENT OF FREE STATE PROVINCIAL TREASURY TO BE SUBMITTED TO:

The Free State Provincial Treasury, Private Bag X 20537, Bloemfontein, 9300. Attention: Ms. NP Mchabasa, Provincial Government Building, Tel No: (051) 405 5323/4274 or deliver by hand to Ms Mchabasa in Room 426(b), Provincial Government Building, Bloemfontein.

CLOSING DATE: 27 July 2012