



Job Description

9th Floor Tanzanite Park, Victoria, Dar es Salaam, Tanzania | +255 758 778 886 | info@empower.co.tz

Job Title IT Officer	Job Location Pemba	Category IT & Network Administration
Job Type Full Time	Job level Intermediate	Industry Construction

Open to Expatriates
Only Open to Tanzanian Nationals

Minimum Requirements

Min Budget -	Max Budget -	Primary Industry Construction: 3 Years
Secondary Industry -	Primary Category IT & Network Administration: 3 Years	Secondary Category -
Certificate -	Qualification -	

Summary

The role involves installing, maintaining, and troubleshooting network infrastructure, hardware, and software, ensuring smooth and secure operations. It also includes implementing and managing network security protocols to protect data and systems. In addition to providing internet and communication solutions, the position offers IT support to users and manages hardware inventory, including desktops, laptops, printers, and peripherals. Developing user manuals and training materials to help users utilize IT resources effectively is another key responsibility. The role also encompasses various other activities related to the IT department's operations.

Responsibilities

- Responsible for installing, maintaining, and troubleshooting network infrastructure, hardware, and software.
- Implement and manage network security protocols to safeguard data and systems.
- Internet and communication solutions, as well as delivering IT support to users.
- Manage hardware inventory, including desktops, laptops, printers, and peripherals.
- Develop user manuals and training materials to assist users in utilizing IT resources effectively.
- Other activities related to the department.

Education & Qualifications

- Higher Education in computer science, information systems or related area.
- Proficiency in networking technologies (TCP/IP, DNS, DHCP, VPN).
- Hardware (network and equipment), installed software and database;
- Familiarity with common software applications (MS Office, antivirus solutions, etc.).

Requirements

- Minimum of three (3) years' experience in the role.

Characteristics

- Leadership;
- Organization and Planning;
- Logical reasoning

Driving Licence

Not Required

To Apply for This Job [Click Here](#)