



national film and video foundation
SOUTH AFRICA
an agency of the Department of Sport, Arts and Culture

VACANCY

Position: IT Specialist

Reporting to: IT Manager

Job Ref: RECR/ITS/001

Job Purpose:

To provide Information and Communications Technology administration and user support services, which include network infrastructure, server infrastructure, data communications, telecommunication systems, and resolving ICT related incidents to ensure proper functioning of the NFVF ICT infrastructure.

Qualifications & Experience:

- 3-year National Diploma in ICT/Computer Systems or Degree in Computer Science.
- 3 - 5 years of experience in an ICT environment, of which 2 years should have been implementing ICT related projects.
- Experience in operating a virtual environment.
- Recognized industry certifications (Eg: N+, MCITP, ITIL, CISP) will be an added advantage.

Key Responsibilities:

- Provide desktop support to all NFVF staff members
- Provide technical support for the NFVF ICT infrastructure
- Provide training for staff for applications
- Hardware management for all computers of the NFVF
- Maintain and monitor the NFVF website
- Ensure a secure ICT environment
- Server-side monitoring, support and maintenance

Competencies:

- Problem solving skills
- People management
- Communication skills
- Negotiation skills
- Cost reporting
- Persuasiveness

Suitably qualified and experienced candidates are invited to submit their abridged curriculum vitae via email to vacancies@nfvf.co.za or fax on **086 519 7585** no later than **11 June 2023** quoting a relevant reference number.

It is the applicant's responsibility to have foreign qualifications evaluated by the South African Qualifications Authority (SAQA).