

Computer Technician (On Contract)

Applications are invited from suitably qualified candidates who wish to be considered for employment as Computer Technician on a contract basis for a period of one year. After the contractual employment of one-year and subject to satisfactory performance, consideration may be given for appointment on the Permanent and Pensionable Establishment of the Special Education Needs Authority which is a corporate body under the aegis of the Ministry of Education, Tertiary Education, Science and Technology.

SALARY SCALE :

Rs 21850 x 375 – 22225 x 400 – 23425 x 525 – 26050 x 675 – 27400 x 825 – 35650 x 900 – 37450 x 950 – 42200 x 1300 – 46100 x 1575 – 47675

Qualifications:

A. Cambridge School Certificate with credit in at least five subjects including English Language, French, Mathematics and Computer Studies obtained at not more than two sittings or Passes not below Grade C in at least five subjects including English Language, French, Mathematics and Computer Studies obtained at not more than two sittings at the General Certificate of Education “Ordinary Level” provided that at one of the sittings, passes have been obtained either (i) in five subjects including English Language with a least Grade C in any two subjects or in six subjects including English Language with at least Grade C in any one subject.

NOTE:

Candidates not possessing a credit in English Language at the Cambridge School Certificate will also be considered provided they possess passes in at least two subjects at “Principal Level” and one subject at “Subsidiary Level” as well as the General Paper obtained on one certificate at the Cambridge Higher School Certificate Examinations.

B. A Cambridge Higher School Certificate with passes at Principal Level in at least two subjects including Mathematics or Computing or Passes in at least two subjects including Mathematics or Computing obtained on one certificate at the General Certificate of Education “Advanced Level”.

C. A Diploma in Information Technology or Computer Science from a recognized institution.

OR

Equivalent qualifications to A, B and C above acceptable to the Board.

Experience in maintenance and repair of computer and related equipment is desirable.

Qualification at A above should have been obtained prior to qualification at B above.

Candidates should produce written evidence of experience claimed.

DUTIES:

1. To maintain, repair and administer the computer system including all related peripherals.
2. To assist in the design, implementation and maintenance of databases.
3. To devise appropriate systems of security in relation to hardware and software.
4. To prepare specifications and to advise on the purchase of computers, printers and spare parts for computers.
5. To provide technical guidance and support to users and perform first level troubleshooting of IT infrastructure (hardware, software and network).
6. To assist in the management and administration of the Authority's network.
7. To assist in maintaining and updating the Authority's website.
8. To perform such other duties directly related to the main duties listed above or related to the delivery of the output and results expected from the Computer Technician in the roles ascribed to him.