



# BeyondZero

a partner in public health transformation

Beyond Zero(BZ) has been successfully implementing comprehensive services across the HIV and TB care continuum in the Eastern Cape (EC), KwaZulu-Natal (KZN) and Limpopo Provinces in the past 16 years; targeting key and vulnerable populations including adolescents and youths, sex workers (SW), orphans and vulnerable children (OVC) and men who have sex with men (MSM) and people living with HIV amongst others. As one of the 4 nominated Principal Recipient (PRs) in South Africa to lead and provide strategic management, oversight, monitoring and evaluation on the implementation of the Global Fund grant for the period April 2019 until March 2022, Beyond Zero is recruiting to fill the following Positions under the GF funding mechanism.

**Contract duration:** One year fixed term with possibility of extension for 3 years depending on funding availability.

**Anticipated start date:** 1 May, 2019

**Closing date for applications:** 12 Noon (CAT), 20<sup>th</sup> May,2019

**Remuneration:** Market related.

## 1 x ICT OFFICER: EAST LONDON

**Position description summary:** The ICT Officer manages the overall technology infrastructure for the Organization including planning, implementation, and management of the software applications and hardware infrastructure that support operations, liaising as relevant with external technology service providers

### Duties and Responsibilities:

- Assess BZ ICT needs
- Responsible for ensuring timely coordination and provision of ICT services
- Provide technical desktop IT related support to staff members
- Support the acquisition, implementation and appropriate use of ICT technology (hardware, software, network etc.)
- Responsible for computer, Network and Server maintenance and repair
- Configuration and installation of PCs, network printers and programs
- Solve technical and applications problems either over the phone or in person
- Ensure staff adherence to BZ ICT policies and procedures



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- Maintaining and monitoring of local area networks at BZ offices
- Ensure backup systems are implemented and maintained
- Responsible for BZ ICT Disaster recovery

## Minimum requirements

- IT Diploma or Degree in Computer Science
- A+, N+, MCITP,
- MCSE
- 2-3 years' work experience in the IT environment as a network administrator essential
- Good communication and interpersonal skills
- Excellent Microsoft desktop and server operating skills
- Energetic and ability to work under pressure in highly paced work environment
- Ability to work independently
- Valid SA driver's license and ability to travel extensively as and when required





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***By applying for any of the above mentioned positions, applicants consent to BZ to conduct qualification, ID, Criminal and Reference checks on them which form part of its recruitment process.***

***To Apply:*** Cover letters clearly stating the Position being applied for and preferred region /location as stated on the advert , CVs, and copies of qualifications must be forwarded to **[gfreruitment@beyondzero.org.za](mailto:gfreruitment@beyondzero.org.za)**

*NB. Applicants who have not heard from Beyond Zero one month after the publication of these adverts should consider their applications unsuccessful and, any future correspondence from BZ thereof will be limited to shortlisted applicants only.*

*Beyond Zero reserves the right to re-advertise any of the above listed Positions should the need arise and also reserves the right not to fill any of the listed Positions.*

*None South African Citizens and none South African Permanent Residence holders must be in possession of valid documentation authorizing them to work in South Africa.*

*Beyond Zero is an equal opportunity employer.*

*Candidates from key vulnerable populations are encouraged to apply*

