

GOVERNMENT PRINTING WORKS

The Government Printing Works is an equal opportunity, affirmative action employer. It is intended to promote representivity through the filling of these posts. The candidature of persons whose appointment/transfer/promotion will promote representivity will receive preference.

- APPLICATIONS** : All applications must be forwarded to: The Branch: Human Resources, Government Printing Works, 149 Bosman Street, Pretoria or Private Bag X85, Pretoria 0001
- FOR ATTENTION** : Ms. M. Mbokane, Human Resources, Tel no: 012 748 6271.
- CLOSING DATE** : 27 October 2017
- NOTE** : Applications must be submitted on form Z83 (obtainable from any Public Service department) and must be completed in full and page 2 duly signed. Clear indication of the post and reference number that is being applied for must be indicated on your Z.83. A recent, comprehensive CV, specifying all qualifications and experience, with respective dates and certified copies of qualifications and ID must be attached. The Government Printing Works reserves the right to fill or not fill the above-mentioned posts. General information: Short-listed candidates must be available for interviews at a date and time determine by the Government Printing Works. Successful candidates may be subjected to competency assessment and must obtain a positive security clearance. Applications received after the closing date as well as those who do not comply with the requirements will not be taken into consideration. If you have not received a response from this institution within three months of the closing date, please consider your application unsuccessful.

OTHER POST

- POST 41/15** : **SPECIALIST SYSTEMS ADMINISTRATOR: UNIFIED COMMUNICATIONS (3RD LEVEL SUPPORT) REF NO: 17/60**
- SALARY** : R657 558.00 per annum (all-inclusive salary package) (Salary level 11)
- CENTRE** : Pretoria
- REQUIREMENTS** : Grade 12 or equivalent qualification plus a National Diploma/Degree in Information Technology/Information Management/ Business Informatics/Computer Science/Software Development with 5 - 7 years' experience in ICT Support and a minimum of 3 years Unified Communications Systems Administration experience or Grade 12 plus an IT Certificate in Microsoft and Lync Server 2013, Microsoft Exchange Server 2013 or higher international certificate, MCSE/MCTS/MCSA plus 8 – 10 years' experience in ICT Support and a minimum of 5 years Unified Communications Systems Administration, ITIL Foundations and CompTIA Security+ certifications will be an added advantage.
- DUTIES** : To provide third level support for Unified Communications Infrastructure, and ensure calls are resolved within SLA, Ensure minimal disruptions on the unified communications infrastructure during business hours, Monitor email queues to ensure incoming and outgoing emails are delivered timeously, Manage unified communications infrastructure performance and capacity, and implement performance enhancements, Manage Microsoft Exchange & Lync upgrade projects, Analysing system logs and identify potential issues, Manage mailbox security and prevent unauthorised access, Provide advance management of windows DHCP and DNS services, Apply patches on all Unified Communication systems servers monthly, to strengthen the operating systems and mitigate vulnerabilities, Manage Forefront Security for SharePoint deployment and administration, Installing, Configuring and Maintaining Microsoft Exchange servers and Microsoft Lync servers, Manage Active Directory Administration and Maintenance, Configure and Manage Windows File and Print server, Installing, configuring and administration of RightFax services, Manage Telephone Management System and the reporting thereof, Write scripts for automation of server administration, Administer and manage SharePoint Servers, Create and deploy Group Policies, Document all problems on servers and client computers and their solutions for future reference, Research and test new technologies and ways to improve ICT service offerings, Ensure change control process are adhered to when making changes on the production systems, Implement mailbox data backup and

ENQUIRIES

: archiving plan and periodically test mailbox restores, Implement exchange server redundancy or high availability configuration, Implement Lync infrastructure server redundancy or high availability configuration
Mr. Lindani Ngema, tel no: (012) 748 6104