



VACANCY ANNOUNCEMENTS

The African Comprehensive HIV/AIDS Partnerships (ACHAP) is a country-led, public-private development partnership between the Government of Botswana, the Bill & Melinda Gates Foundation, and Merck Company Foundation which provided strategic support to Botswana's national HIV/AIDS response since 2001.

With ACHAP's support Botswana succeeded in establishing the first national HIV treatment programme on the African continent and with ACHAP assistance has enabled increased access to HIV counselling and testing services and as well as pioneering the introduction on a national scale of provider initiated (routine) counselling and testing greatly enhancing access to treatment and preventive services such as PMTCT. ACHAP has embarked on a Phase II support to Botswana's response focussing on catalysing and scaling up prevention services, to significantly reduce HIV transmission.

ACHAP seeks to appoint suitably qualified and highly motivated individuals with strong commitment to programme implementation to the following position:

Systems and Network Administrator- Gaborone

Job purpose

To maintain the server, web technologies, database environments and to manage projects for software development and technology implementation

Roles and responsibilities

- Tracks and maintains server environment and assets, including, but not limited to servers, storage area network, power supplies, air-conditioning, and backup devices
- Recommends replacement and/or refurbishment of equipment according to asset life and condition;
- Creates and maintains database environment insuring optimal performance and usability
- Safeguards the integrity of data by performing database operation tasks, and validating the policies and configuration of systems;
- Insures the security of the server environment by maintaining firewall rules and performing scheduled security audits of the environment;
- Configures and manages web technology including servers, domain and certificate registration, internet public site hosting, and internet connectivity;
- Consults with end-users to define and document business and operational requirements for information technology systems;
- Oversees the development and deployment of server based systems with particular focus on SQL Server 2008 R2, Integration Services, Microsoft Reporting Services, DHIS2, and SharePoint 2010;

- Conducts quality control and testing of new technologies against defined requirements;
- Defines and implements information technology operational procedures; including, but not limited to, backups, change controls, operational checklists, system monitoring, maintenance schedules, and configuration documentation;
- Contribute towards development and monitoring of policies guiding IT equipment and systems use by ACHAP staff and visitors granted access to the systems.

Qualifications, Knowledge and Experience

Degree in computer science, computer engineering, Information technology

- 5 years hands on experience in a Microsoft Windows server environment including SQL Server/Reporting Services, IIS, File/Print Services, Firewall (i.e. Microsoft Forefront/ISA) and Exchange.
- At least 2 years experience in software development in either a .Net or J2EE environment.
- Additional experience with SharePoint development (SharePoint Designer), Jasper Reports, BIRT, GeoJSON, SPSS, BlackBerry Enterprise Server Express and Adobe LiveCycle Designer is beneficial
- Information and Communication Technology
- Project management
- Certification in A+, N+ and CCNA

Attributes and Skills

- Attention to detail
- Trouble shooting
- Problem shooting
- Analytical skills
- Communication
- Capacity building

Length of Contract

The length of contract is one (1) year

Remuneration

ACHAP offers an attractive salary that is commensurate with qualifications and experience.

Application letter and CV should be addressed to the attention: The Human Resource Manager, Private Bag X033, and Gaborone, Botswana. Applicants are encouraged to submit their applications electronically to: recruitment@achap.org alternatively, they can be hand delivered to The African Comprehensive HIV/AIDS Partnerships (ACHAP) Head Office at Block C, Plot 61920, Letsema Office Park, Showgrounds Office Park, Gaborone Botswana

Closing date for applications: **12th July 2013**