VACANCY

The Namibian College of Open Learning is an educational institution established by an Act of Parliament which provides courses for adults and out-of-school youth.

We are committed to providing wider access to quality educational services for our learners and other customers using a variety of open learning methods.

NAMCOL IS AN EQUAL OPPORTUNITY EMPLOYER AND INVITES SUITABLE CANDIDATES TO APPLY FOR THE FOLLOWING VACANCY

POSITION:	**MANAGER: INFORMATION, COMMUNICATION AND TECHNOLOGY (ICT)**
DIVISION:	**MARKETING, ENTERPRISE DEVELOPMENT AND ICT**
DUTY STATION:	**WINDHOEK, KATUTURA (HEAD OFFICE)**
PATERSON JOB GRADE:	**D3**

The position reports to DIRECTOR: MARKETING, ENTERPRISE DEVELOPMENT AND ICT

JOB PURPOSE:
The Manager: Information, Communication and Technology is responsible for the overall planning, organizing, controlling and execution of all information technology functions, communication technologies and systems within NAMCOL. This includes IT operations and human resources management to meet NAMCOL strategic goals as well as the support and maintenance of existing infrastructure, applications, and development of new technical solutions.

KEY PERFORMANCE AREAS
- Manage the ICT framework and Strategy;
- Manage Divisional Resources;
- Manage Service Agreements and Suppliers;
- Manage Quality, Risk, Continuity and Security;
- Manage Programmes and Projects;
- Manage Availability, Capacity and Knowledge;
- Manage Assets and Configuration;
- Manage Business Processes, Requirements, Solutions and Change; and
- Manage and oversee the Networks, Information Technology Infrastructure and Computer Systems.

REQUIREMENTS
- Master's Degree in Computer Science/ Information Technology/Information Systems or related field;
- At least five (5) years in a similar position;
- ICT Certification such as MSCE, ITIL EXPERT, COBIT Implementation, CISA, MISM, CGEIT, CTISC, PMI, RMP will be an added advantage.

KNOWLEDGE:
- System life-cycle, IT Project Management, Oracle Database, Microsoft Windows Server, Red Hat Enterprise Linux, HyperV & VMWare, Microsoft SQL Server, Microsoft Exchange Server, COBIT, Good Business Understanding, Data Security and protection; IT Risk Management, Team Management,
- In-depth understanding of ICT frameworks and best practices. Strong knowledge of network infrastructure, cybersecurity, system integration, and IT operations. Excellent project management, strategic planning, excellent communication, strong analytical, problem-solving, leadership and coordination skills, sound work ethics and independent.

The document in support of the application should contain the following;
- Certified copies of educational and professional qualifications;
- Names and contact details of three (3) referees

NB: Foreign qualifications must be accredited by Namibia Qualifications Authority (NQA). The College offers attractive remuneration supplemented by fringe benefits. Interested individuals meeting the requirements of this position, particularly women, persons with disabilities and people from marginalised communities are encouraged to apply by submitting a résumé and cover letter highlighting their professional background.

Please apply in writing to: NAMCOL Head Office, The Human Resources Officer, Private Bag 15008 ,Katutura, Windhoek

Telephone enquiries: (061) 320 5238/5343

Kindly note only shortlisted candidates will be contacted. While we appreciate the interest of all applicants those who have not contacted by 31 August 2024, should consider that there will be no follow-up on their applications.

The closing date for applications is: 12 July 2024 at 16h30.

NAMCOL

Visit our website
www.namcol.edu.na

TAKING EDUCATION TO THE PEOPLE