



VACANCY ADVERTISEMENT

Vacancy Information Download

Reference Number:	SITA/20260914/3127
BPS Vacancy Number:	VAC00645/26
Job Title:	Senior Specialist: Server Administrator
Job Level:	D1
Vacancy Type:	Internal & External
Salary Range:	R558347.00 - R797639.00
Organisation Name:	State Information Technology Agency
Division:	RCO: Executive Regional and Central Operations
Department:	End user Computing: DOD
Employment Type:	Permanent
Location:	SITA Erasmuskloof
Number Of Openings:	1

Purpose of Job:

To manage and maintain the core server management infrastructure, resolve high medium incidents logged, upgrade the server hardware software monitor server availability in the client s enterprise or LAN environment to ensure good service delivery

Responsibilities:

Implementation of all services and solutions relating to the Core server infrastructure and Directory services Design procedures and standards for Directory integrated systems, Servers and related services and monitor implementation thereof Management ownership resolution of high medium operational incidents Implementation of Server and Services Toolsets Dashboards Monitor availability of the server Publish distribute server software hardware upgrade

Qualifications and Experience:

3 year National Diploma Degree in IT or Computer Science, IT related fields NQF level 6 Plus MCSE, MCITP certified 5 6 years experience as a Specialist Server Administrator in the provisioning, support and maintenance and support of all Server related Infrastructure such as Enterprise Directory Services, virtualization and server infrastructure technology stack Experience in working within the ITIL Framework for Incident, Problem, Change, or Service Experience in the design, planning, implementation of an Enterprise Server solution and services

Knowledge:

Organizational Awareness IT and Government Industry IT Products and Services An in depth knowledge of Server Operational Management System performance Server Performance Management Support service offerings Stakeholder management knowledge of TCP IP, DNS, 802 1x, and DHCP protocols knowledge of Windows and Linux Servers, Server Operations, Server applications, etc knowledge of both physical and virtualized servers, especially Hyper V A solid understanding of Hardware and software support for client system solutions, Server Storage related technologies related management toolsets and solutions Service Management systems ASPECT ARS ITSM7 or equivalent applications ICT Operational Trends Network Operating Systems Project Management NOS Active Directory Virtualization Quality assurance standards DNS, E Mail, software deployment, Patch management, Core Stack builds VPN technologies and concepts Disaster Recovery Virtualization technologies and concepts Computer and network security principles Operating System Stack builds OS Imaging Service Level Management

Technical Competencies

Application Development

The specification and design of software to meet defined requirements by following agreed design standards and principles. The definition of software, components, interfaces and related characteristics. The identification of concepts and patterns and the translation into a design which provides a basis for software construction and verification. The evaluation of alternative solutions and trade-offs. The facilitation of design decisions within the constraints of systems designs, design standards, quality, feasibility, extensibility and maintainability. The development and iteration of prototypes/simulations to enable informed decision-making. The adoption and adaptation of software design models, tools and techniques based on the context of the work and selecting appropriately from predictive (plan-driven) approaches or adaptive (iterative/agile) approaches.

Database Administration

The installation, configuration, upgrade, administration, monitoring and maintenance of databases. Providing support for operational databases in production use and for internal or interim purposes such as iterative developments and testing. Improving the performance of databases and the tools and processes for database administration (including automation).

Database Management

The manipulation and control of data to meet necessary conditions throughout the entire data lifecycle.

Information Security and Application Protection

The selection, design, justification, implementation and operation of controls and management strategies to maintain the security, confidentiality, integrity, availability, accountability and relevant compliance of information systems with legislation, regulation and relevant standards.

IT Service Management

The planning, implementation, control, review and audit of service provision, to meet customer business requirements. This includes negotiation, implementation and monitoring of service level agreements, and the ongoing management of operational facilities to provide the agreed levels of service, seeking continually and proactively to improve service delivery and sustainability targets.

Network/Infrastructure Management

The operation and control of the IT infrastructure (comprising physical or virtual hardware, software, network services and data storage) either on-premises or provisioned as cloud services) that is required to deliver and support the information systems needs of a business. Includes preparation for new or changed services, operation of the change process, the maintenance of regulatory, legal and professional standards, the building and management of systems and components in virtualised and cloud computing environments and the monitoring of performance of systems and services in relation to their contribution to business performance, their security and their sustainability. The application of infrastructure management tools to automate the provisioning, testing, deployment and monitoring of infrastructure components.

IT Project Management

The management of IT projects/programmes, typically (but not exclusively) involving the development and implementation of business processes to meet identified business needs, acquiring and utilising the necessary resources and skills, within agreed parameters of cost, timescales, and quality. The adoption and adaptation of project management methodologies based on the context of the project and selecting appropriately from predictive (plan-driven) approaches or adaptive (iterative/agile) approaches.

IT Risk Management

The planning and implementation of organisation-wide processes and procedures for the management of risk to the success or integrity of the business, especially those arising from the use of information technology, reduction or non-availability of energy supply or inappropriate disposal of materials, hardware or data.

Architecture

The creation, iteration, and maintenance of structures such as enterprise and business architectures embodying the key principles, methods and models that describe the organisation's future state, and that enable its evolution. This typically involves the interpretation of business goals and drivers; the translation of business strategy and objectives into an "operating model"; the strategic assessment of current capabilities; the identification of required changes in capabilities; and the description of inter-relationships between people, organisation, service, process, data, information, technology and the external environment. The architecture development process supports the formation of the constraints, standards and guiding principles necessary to define, assure and govern the required evolution; this facilitates change in the organisation's structure, business processes, systems and infrastructure in order to achieve predictable transition to the intended state. Enterprise, Data, Technical, Solution, Business Architecture included

Product & Service Lifecycle Management

The active management of products or services throughout their lifecycle (inception through to retirement) in order to address market opportunities and customer/user needs and generate the greatest possible value for the business. The adoption and adaptation of product development models based on the context of the work and selecting appropriately from predictive (plan-driven) approaches or adaptive (iterative/agile) approaches.

Application Maintenance and Support

The provision of application maintenance and support services, either directly to users of the systems or to service delivery functions. Support typically includes investigation and resolution of issues and may also include performance monitoring. Issues may be resolved by providing advice or training to users, by devising corrections (permanent or temporary) for faults, making general or site-specific modifications, updating documentation, manipulating data, or defining enhancements. Support often involves close collaboration with the system's developers and/or with colleagues specialising in different areas, such as Database administration or Network support.

Interpersonal and Behavioural Competencies

Active listening

The ability to fully concentrate on what is being said rather than just passively 'hearing' the message of the speaker.

Attention to Detail

The ability to ensure information is complete and accurate.

Analytical thinking

Identifies issues; obtains relevant information, relates and compares data from different sources, and identifies alternative solutions.

Continuous Learning

The ability to constantly expand one's skill set.

Disciplined

Showing a controlled form of behaviour or way of working, diligently.

Resilience

The ability to effectively handle disappointment, rejection and set-backs while still working well and meeting deadlines.

Stress Management

The ability to keep functioning effectively when under pressure and maintain self control in the adversity.

Additional Requirements

N/A

How to apply

To apply please log onto the e-Government Portal: <http://www.eservices.gov.za/> and follow the following process;

1. Register using your ID and personal information;
2. Use received one-time pin to complete the registration;
3. Log in using your username and password;
4. Click on "Employment & Labour";
5. Click on "Recruitment Citizen" to create profile, update profile, browse and apply for jobs;

Or, if candidate has registered on eservices portal, access <http://www.eservices.gov.za/>, then follow the below steps:

1. Click on "Employment & Labour";
2. Click on "Recruitment Citizen";
3. Log in using your username and password;
4. Click on "Recruitment Citizen" to create profile, update profile, browse and apply for jobs;

For support, please send an email to: egovsupport@sita.co.za or Call: 0801414882

Closing Date : 23 Sep 2026

Disclaimer

SITA is an Employment Equity employer and this position will be filled based on Employment Equity Plan Correspondence will be limited to short listed candidates only Preference will be given to members of designated groups

1 If you do not hear from us within two months of the closing date, please regard your application as unsuccessful

2 Applications received after the closing date will not be considered Please clearly indicate the reference number of the position you are applying for

3 It is the applicant s responsibility to have foreign qualifications evaluated by the South African Qualifications Authority SAQA

4 Only candidates who meet the requirements should apply

5 SITA reserves a right not to make an appointment

6 Appointment is subject to getting a positive security clearance, the signing of a balance score card contract, verification of the applicant s documents Qualifications , and reference checking

7 Correspondence will be entered to with shortlisted candidates only

8 CV s from Recruitment Agencies will not be considered

9 CV s sent to incorrect email address will not be considered

*****NB: EMAILED CV'S WILL NOT BE ACCEPTED*****