Selcom Microfinance Bank Tanzania is currently looking for a confident and self-motivated individual to fill a position of Server Administrator at Head Office. This is an excellent career opportunity for experienced individuals. A competitive remuneration package will be offered in line with the salary structure of the Bank.

Responsibilities:

- Plan, deploy, configure and maintain windows & linux servers, administrative responsibility for all servers in the Bank.

- Execute a high quality, risk-based audits of technology infrastructure, information security, and business applications system.
- Install new servers and rebuild existing servers and configure hardware, peripherals, services, settings, directories, storage, upgrades etc. in accordance with standards and project/operational requirements.
- Ensuring all the necessary server configurations are clearly and properly documented and all changes in server configuration are immediately reflecting in the documentations.
- Perform server administration tasks, including user/group administration, security permissions, group policies, print services, research event log warnings and errors, and resource monitoring, ensuring system architecture components work together seamlessly.
- Plan and execute disaster recovery and normal recovery procedures, visual control of hardware equipment.
- Recommend, schedule, and perform software and hardware upgrades, patches and reconfigurations.

To be considered for this role, you must have:

- Degree in Computer Engineering, Computer Science, Information Technology or comparable qualification.
- At least 3 years of professional experience in an operational IT role as Server Administrator. Certifications in Microsoft, Linux e.g. Windows Server Fundamentals, CompTIA Server+, CompTIA N+ is required. MCP, MCSA, CompTIA Linux+ etc. certification will be added advantage.
- Server administration (modern MS Windows & Linux server (hardware, operating system, MS Office, network connections), patch management, scripting, user administration.
- Working knowledge of virtualization, Hyper-V, VMware or equivalent. Knowledge of Windows Active Directory environment, GPO, DNS and DHCP. Problem solving, analytical and process oriented.
- Disciplined approach towards daily operations and documentation.
- Fluent in English and Kiswahili Basic knowledge of network and routing protocols.

Application:

Application should be lodged by way of sending a cover letter, copies of academic certificates and CV to the Human Resources Department through **career@smfb.co.tz** latest date for application is **27th August, 2024.**

Selcom Microfinance Bank Tanzania is an equal opportunities employer.