



UNIVERSITY OF NAIROBI

INTERNAL ADVERTISEMENT

Applications are invited for the following position:

SENIOR ICT OFFICER (MANAGEMENT INFORMATION SYSTEM - MIS) GRADE DEF, INFORMATION AND COMMUNICATION TECHNOLOGY CENTRE (ICTC), CENTRAL ADMINISTRATION, ADVERT REF AD/9/194/23 - 5 POSTS

Job Specifications (Applicants shall have)

- Either a BSc. Degree **OR** a Higher Diploma in Computer Science or Information Systems or equivalent qualifications from a recognized institution, plus five (5) years experience at the level of ICT Officer Grade ABC. In addition, must have at least one (1) year experience in systems/ software development.
- Possess the following: technical skills in systems development; effective communication and good interpersonal skills; good system implementation skills; ability to work with limited supervision in information systems teams and sound systems analytical and diagnostic skills.

Duties and responsibilities:

1. To analyze, design, construct, implement, maintain and support information systems on varied platforms in line with the established standards.
2. To implement software security features.
3. To adequately document developed systems.
4. To train users on rolled out systems.
5. To perform any other duties assigned by the Deputy Director (MIS).

NOTES

1. Applicants should email their application letters, certified copies of certificates and curriculum vitae (CV) giving details of their qualifications, experience and three (3) referees, as well as indicating their telephone and e-mail contacts.
2. Applications and related documents should be forwarded to the Director, Human Resource, University of Nairobi.
3. Applicants should state their current designations, salaries and other benefits attached to those designations.
4. The application letter must bear the reference code indicated in the advertisement.
5. Late applications will not be considered.
6. Applications should be emailed as one file in PDF to: recruit-sictomis@uonbi.ac.ke

CLOSING DATE: FRIDAY, OCTOBER 13, 2023

**THE UNIVERSITY OF NAIROBI IS AN EQUAL OPPORTUNITY EMPLOYER.
ONLY SHORTLISTED APPLICANTS WILL BE CONTACTED.**