



Post	ICT Technician
Salary	Rs 21850 x 375- 22225 x 400 – 23425 x 525 – 26050 x 675 – 27400 x 825 – 35650 x 900 – 37450 x 950 – 42200 x 1300 – 46100 x 1575 – 47675 (TA 16)
Qualifications	A. Diploma in Information and Communication Technology or Computer Science from a recognised institution or an equivalent qualification acceptable to the Board. B. Candidates should- (i) reckon at least two years' post-qualification experience in the field of Information and Communication technology; (ii) be able to work in a team and have good communication skills; and (iii) have a good attitude towards work.

Candidates should produce written evidence of experience claimed.

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| Duties | <ol style="list-style-type: none">1. To be responsible for-<ol style="list-style-type: none">(a) computer/data processing work/troubleshooting activities;(b) maintenance and repairs of the peripherals of the Authority;(c) liaising with suppliers for repairs and/or maintenance of the computer equipment of the Authority; and(d) setting up IT logistics for seminars, workshops and any other events.2. To assist the Manager IT –<ol style="list-style-type: none">(i) in developing, protecting and maintaining an effective computerised information system for the development of online applications and payment; and(ii) in developing software, databases and websites.3. To assist staff in all matters relating to software applications and in resolving effectively all problems that may arise out of technical defaults and/or staff misunderstanding/ignorance of the system.4. To perform research-related activities.5. To keep the server room, tidy and in proper working conditions at all times through proper servicing, maintenance and checks.6. To perform such other duties related to the main duties listed above or related to the delivery of the output and results expected from the ICT Technician in the roles ascribed to him. |
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Note 1:



The ICT Technician will be required to work outside normal working hours including Saturdays, Sundays and Public Holidays, as and when required

Note 2

'In case of a force majeure/public emergency, the ICT Technician is required to be available to provide their services to ensure business continuity either through work from home, remote working, working online or work performed through any other IT system'

25/01/2023

