ACROSS AFRICA DEVELOPMENT ORGANIZATION

Working for a Better Africa
Seventh Day Roundabout, Tongping, Behind Shabelle Petrol Station.
Along Mununki, Bilpam Road Juba - South Sudan Tel: +211927145444
Email: aadosouthsudan@gmail.com

Job Advertisement

Job advert	**Roving IT Officer**
Number of Vacancy	**01**
Department	**Management**
Location	**Juba (frequently field visit in project Location)**
Line Manager	**HR & Admin**
Opening Date	**Feb 15th , 2022**
Closing Date	**March 8th ,2022**

50.H.3 Approved 15/2/2022

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REPUBLIC OF SOUTH SUDAN, JUBA
15 FEB 2022

Back Ground

AADO is a woman-led indigenous NGO legally registered in South Sudan. AADO was established in 2018 by volunteer professionals in South Sudan as a private, voluntary, nonpolitical and nonsectarian organization. Our current operations are focused in Eastern Equatoria State, Central Equatoria State, Western Equatorial, Western Bahr El Ghazal, Jonglei and Upper Nile States. AADO is responsive, accountable, and committed to sanctity of life and dignified wellbeing for all. We are dedicated to saving lives and relieving suffering through capacity building, emergency response mechanisms and development programing.

Responsibilities

Individual tasks vary depending on the type of technical support you are providing, but in general, you'll need to:

- keep computer systems running smoothly and ensure users get the maximum benefit from them.
- Install and configure computer hardware operating systems and applications
- monitor and maintain computer systems and networks.
- Talk staff or clients through a series of actions, either face-to-face or over the phone, to help set up systems or resolve issues.

- Troubleshoot system and network problems, diagnosing and solving hardware or software faults.
- Replace parts as required.
- Provide support, including procedural documentation and relevant reports.
- Follow diagrams and written instructions to repair a fault or set up a system.
- Support the roll-out of new applications.
- Set up new users' accounts and profiles and deal with password issues.
- Respond within agreed time limits to call-outs.
- Work continuously on a task until completion (or referral to third parties, if appropriate).
- Priorities and manage many open cases at one time.
- Rapidly establish a good working relationship with customers and other professionals, such as software developers.
- Test and evaluate new technology.
- Conduct electrical safety checks on computer equipment.

Require Qualification.

Although this area of work is open to all graduates and those with degree or Diploma to apply.

Following subjects may improve your chances:

- Business information technology.
- Business systems engineering.
- Computer networking and hardware.
- Computer science.
- Computer software development.
- Information technology.
- Internet engineering.
- Software engineering.

Preferred

- Master Degree in computer engineering
- Previous experience with other INGOs

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- Relational qualities, Flexibility, Dynamism, Creativity,
- 2-3 year in the similar job is advantages.

How to apply

If you are interested to Apply for this position, please submit your CV along with your Cover letter outlining how you meet this position. Submit your CV and copies of all relevant recommendation /document ONLY ***ELECTRONIC & HAND DELIVARY APPLICATION IS ACCEPTED*** **AADO** office located behind St. Francis Primary School Opp. Seventh day Round About.
Please indicate the position you are applying for in the subject line i.e. "**Application for the position of Roving IT Officer** "to the above **E-Mail: aadossd.hr.recruitment@gmail.com** COPPY to: **haidar.aado.org@gmail.com**
Only Shortlisted candidates will be shortlisted for interview

NOTE: ***Due to the urgency of this position we will be reviewing the application as they come interview may be done before the closing date.***

(This position strictly for South Sudanese Only)

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