

**The University of KwaZulu-Natal (UKZN) is committed to Employment Equity with the intention to promote representivity within the Institution. Preference will be given to applicants from the designated groups.**

**RE-ADVERTISEMENT**

**IPG DIVISION**

**SYSTEMS ADMINISTRATOR  
Howard College**

**(GRADE 9)**

**REF NO: CMS07/2016**

The incumbent will manage the CMMS ~ Archibus- Space Planning, Asset Management, Building Operations and other related. Key duties will also be to: manage the call centre and agents to provide an efficient and effective levels of service, Client liaison, All CMS IT related work, web page enhancements and updating

**Minimum Requirements:**

- Matric; and 3 year IT Diploma or a relevant 3 year Degree
- 5 years relevant support experience within a high pressure environment in a large organisation.

**Advantages:**

- Previous experience at an Institution
- MCITP or equivalent certification; and
- Further relevant specialist certification.

**This appointment will be on the 1 January 2012 conditions of service.**

**The remuneration package offered, which includes benefits, will be dependent on the qualifications and/or experience of the successful applicant. The closing date for receipt of applications is 16 May 2017**

**Applicants are required to apply on the Vacancies page of the University website at [www.ukzn.ac.za](http://www.ukzn.ac.za). Completed official application forms must be sent to [recruitment-nn@ukzn.ac.za](mailto:recruitment-nn@ukzn.ac.za).**

**The advert reference no MUST clearly be stated in the subject line.**