

## **MALAWI COLLEGE OF ACCOUNTANCY VACANCY**

### **TEMPORARY ICT TECHNICIAN**

The ICT Technician will mainly work in the Malawi College of Accountancy ICT Department Head Office in Blantyre. Blantyre based applicants are encouraged to apply.

#### **Qualifications:**

The qualification required for this post is Advanced Diploma in Computer Science, Information Technology or its equivalent from a recognized academic institution. Those with professional certifications in networking CompTIA+, Microsoft products or Server Administration will have an added advantage.

#### **Personal Profile**

- Must have a good understanding of Server and client operating systems and networking.
- Must be willing to learn and capable of quickly adapting to new technologies and business processes.
- Must have at least 1-2 years' experience working as an ICT Technician in a busy ICT environment
- Must be security conscious
- Must be an honest individual with sober habits.
- Must have excellent customer service skills.

#### **Responsibilities**

- Maintain the network and the computer systems under the supervision of ICT Officer
- Making sure that the computer labs are always provided with enough supervision and security.
- Ensure that the software on all the systems is always updated.
- Help in solving regular general network problems
- Clean the computer systems regularly.
- Assist with all documentation activities.
- Maintain standards compliance.
- Train users, clients and peers

Forward your Application via email to: [recruitment@mca.ac.mw](mailto:recruitment@mca.ac.mw)

**Dead line for receiving applications is 23/09/2019**