



# UNIVERSITY OF NAIROBI

## INTERNAL ADVERTISEMENT

Applications are invited for the following position:

**DEPUTY DIRECTOR (DATA CENTRE AND NETWORK INFRASTRUCTURE SERVICES),  
INFORMATION AND COMMUNICATION TECHNOLOGY CENTRE (ICTC), CENTRAL  
ADMINSTRATION – ADVERT REF AC/9/185/23 – 1 POST**

### **Job specifications (Applicants shall have)**

- Masters Degree in Computer Science or Information Systems or equivalent qualifications from a recognized institution with over ten (10) years of experience three (3) of which are at Grade 13. In addition they must have: at least ten (10) years of technical experience and at least ten (10) years of managerial experience
- Possess the following: managerial skills preferably gained from a corporate environment, technical skills in Electrical/Telecommunications Engineering or Computer, Network or equivalent at Masters Degree Level and good communication and interpersonal skills
- Must be a person of high integrity.

### **Duties and Responsibilities:**

1. To carry out strategic planning for Data Center & Networks Infrastructure Services in line with the University Corporate Planning.
2. To provide leadership in the planning, development, operation and maintenance of University Data Centre & Networks Infrastructure Services.
3. To oversee the planning and implementation of Data Center & network infrastructure Services human resource development.
4. To provide technical guidance in procurement of necessary hardware, software, services and facilities.
5. To develop, implement and enforce Data Center & Networks Infrastructure Services policies, standards and quality assurance.
6. To provide Data Center & Networks Infrastructure Services to user departments in accordance with Service Level Agreements
7. To liaise with the wider University Management in the realization of the University strategic plans for Communication & Networks Infrastructure and Services.
8. To liaise with the other Deputy Directors to ensure effective and efficient running of University Data Center & Networks Infrastructure Services.
9. To monitor and evaluate Data Center & Networks Infrastructure Services, related projects and personnel in the Communication Services and Networks department.
10. To develop, implement and enforce necessary Data Center & Networks Infrastructure Services security measures

11. To monitor progress and recommend corrective action in the execution of the activities of the work plans for all the officers in the section and to give exception reports/recommendations to the Director for action on each individual work plan
12. To assist enforce punctuality as well as smooth and efficient execution of duty at the work place for section staff
13. To actualize the Service Charter requirements
14. To carry out any other duties assigned by the Director, ICT

## **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-dddcnisict@uonbi.ac.ke](mailto:recruit-dddcnisict@uonbi.ac.ke)

**CLOSING DATE: FRIDAY SEPTEMBER 29, 2023**

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