



Our Ref

067/DCG/HE/17

Date

Your Ref

## **JOB VACANCIES**

Rwanda Revenue Authority is seeking to recruit self-motivated, qualified persons to fill the following posts:

### **1. JUNIOR SYSTEM ADMINISTRATOR (I POSITION)**

#### **The post is on Grade: 5**

Under the supervision of the Senior System Administrator, the Junior System Administrator will manage, configure, monitor and upgrade servers, personal computers and any other systems required.

#### **Main duties and responsibilities**

1. Monitor and configure servers
2. Maintain security and the performance of the system
3. Manage the system backups and recovery
4. Install new systems and advise on system to be used
5. Maintain operating systems patches and virus definitions on Corporate Antivirus
6. Install new version and update
7. Servers troubleshooting in general

#### **Qualifications, skills and competencies**

1. Bachelors degree in Information Systems, Computer Science or Information Technology
2. Three years of working experience.
3. High level of knowledge in Linux system administration attested by a certificate such as: CompTIA in Linux certification, Oracle Linux OCP, or Red Hat Linux certified system Administration.(RHCSA)
4. Technical knowledge in Windows server Technologies as attested by a NCSA (Windows server 2012) certification.
5. Technical knowledge on Virtualization technology especially VMware infrastructure
6. Technical knowledge on Dell Systems ( Server, storage switches) latest technology
7. Technical knowledge on Storage Area Networks Management
8. Technical knowledge on VoIP technology and specific knowledge on Alcatel systems.
9. Ability to work under pressure
10. High level of integrity , responsibility and responsibility

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## **HOW TO APPLY**

Candidates should download job application form from RRA website [www.rra.gov.rw](http://www.rra.gov.rw) and fulfill it:

Candidates should address their applications to the **Commissioner General of Rwanda Revenue Authority**; attach an application letter, a well filled RRA Job application form, Curriculum vitae, a copy of National Identity Card, copy of Degree and all Academic transcripts and send them to [recruitment@rra.gov.rw](mailto:recruitment@rra.gov.rw), not later than 14/08/2017 at 4:00 pm.

**The candidates whose application files are not properly fulfilled shall not be considered.**

Done at Kigali on 08/08/2017

  
**BIZIMANA RUGANINTWALI Pascal**

Deputy Commissioner General & Commissioner for Corporate Services

