

**CHAMA CHA USHIRIKA WA AKIBA NA MIKOPO CHA WALIMU MOSHI VIJIJINI
(MOSHI RURAL TEACHER'S SACCOS LTD)
KNCU PARAMOUNT BUILDING,
P.O.BOX 1859 MOSHI, KIUSA STREET.
Tel: +255 767 406 945 | +255 754 604 060 (0) 27 2754 216
www.mrts.co.tz | Email: info@mrts.co.tz**



JOB VACANCY

08th May 2024.

MOSHI RURAL TEACHERS SACCOS LTD is a Registered Savings and Credit Co-operative Society with Registration No. **PRI-KJR-MSH-MC-2022-603** located in Moshi Municipality, Kilimanjaro Region. M.R.T SACCOS LTD is inviting qualified and highly motivated Tanzanians to apply for the following vacant position:

1.0 ICT AND DIGITAL CHANNELS SYSTEMS OFFICER (1)

1.1 DUTIES AND RESPONSIBILITIES

- (i) Configure, maintain, support and upgrade corporate customer's networks and in-house servers.
- (ii) Perform preventive maintenance for all computing systems.
- (iii) Provide administration to Networks, Databases and Financial applications of the organization.
- (iv) To provide technical support and monitoring of the Digital Channel Systems.
- (v) Maintain a 24/7 on call support and supervise day-to-day support of Systems.
- (vi) Document and analyze technical specifications for changes and projects.
- (vii) Review updates, test and implement changes and/or enhancements in compliance with the Change Management Policy.
- (viii) Supervise and execute System integration testing and subsequent implementation of system upgrades, hotfixes, patch releases.
- (ix) Coordinate interventions and act as a bridge between the SACCOS and the vendors.
- (x) Provide end-user support; investigate, troubleshoot, document, and resolve hardware and software issues.
- (xi) Configure hardware, Digital Systems, services, settings, directories, storage, etc. in accordance with standards and project/operational requirements.
- (xii) Supervise the daily system monitoring, verifying the integrity and availability of all hardware, server resources, systems and key processes, reviewing system and application logs, and verifying completion of scheduled jobs such as backups.
- (xiii) Supervise the backup operations, ensuring all required file systems and data are successfully backed up to the appropriate destination(s).
- (xiv) Perform regular file archival and purge as necessary and ensure readability test is done as per policy
- (xv) Repair and recover from hardware or software failures; coordinate and communicate with impacted users.
- (xvi) Ensure network security and connectivity. Monitor network performance (availability, utilization, throughput, and latency) and test for weaknesses Set up user accounts, permissions, and passwords.
- (xvii) Ensure all information systems, processes and people adhere to security practices
- (xviii) Prepare and disseminate organizational promotional materials
- (xix) Coordinate interventions between the SACCOS system with TCDC system (MUVU)

1.2 QUALIFICATIONS AND EXPERIENCE

- (i) Bachelor Degree in Computer Science/Computer Engineering, Software Engineering, Telecom Engineering, or equivalent relevant IT degree from a University with a reputable curriculum.
- (ii) IT degree from a reputable University.

- (iii) At least 1-year of experience in supporting Self-Service, Digital Channels in organizations of similar size and scale.
- (iv) Experience and ability to work effectively in a dynamic and collaborative environment.
- (v) Certifications in MCSE, CCNA, CISA, OCA, SQL and ITIL will be an added advantage.
- (vi) Experience with financial technology and security
- (vii) Hardware and software proficiency
- (viii) Ability to support new application development.

1.3 REMUNERATION

Attractive package in accordance with the M.R.T SACCOS LTD salary structure.

1.4 OTHER COMPETENCIES

- (i) Very good command of both written and oral English and Kiswahili;
- (ii) Good customer service and interpersonal relations skills;
- (iii) Strong business acumen and be highly dependable;

1.5 MODE OF APPLICATION

- (i) All applicants must be citizens of United Republic of Tanzania.
- (ii) Applicants must be of age not less than 25years and not more than 35 years.
- (iii) Applicants must attach a detailed current curriculum vitae (CV) with reliable contact postal address, email address and telephone numbers.
- (iv) Applicants should apply basing on the strength of this advert.
- (v) Applicants must attach **CERTIFIED** copies of the following documents:
 - (aa) Certificate and Transcript of a Bachelor Degree;
 - (bb) Form IV and VI National Examination Certificates OR Equivalent Certificates;
 - (cc) Computer Certificate or evidence of computer literacy;
 - (dd) Birth Certificate.
- (vi) Testimonials, partial transcripts and results slips shall not be accepted;
- (vii) Applicants must attach recent passport size photo;
- (viii) Presentation of forged academic certificates and other information amount to disqualifications;
- (ix) Applicants should indicate at-least **THREE** reputable referees with their permanent contacts;
- (x) Women are highly encouraged to apply;
- (xi) Only shortlisted applicants will be informed on the interview date; and
- (xii) The deadline for submission is **31st May, 2024**.

"TOGETHER WE BUILD A STRONG AND SUSTAINABLE ECONOMY"



**B.G. SIMBA,
GENERAL MANAGER,
M.R.T SACCOS LTD.**

APPLICATION LETTERS SHOULD BE POSTED TO THE ADDRESS BELLOW:

*THE CHAIRPERSON,
MOSHI RURAL TEACHERS SACCOS LTD,
P.O.BOX 1859, MOSHI.
KILIMANJARO.*