

# Watoto

## JOB OPPORTUNITY

**Job Title:** Assistant Network Administrator  
**Organization:** Watoto Child Care Ministries  
**Duty Station:** Watoto Church-Downtown

**Watoto Church and Child Care Ministries has experienced exponential growth in the past couple of years composed of multiple Celebration Centers (Campuses) and diverse Community Care initiatives that include; Child Care, Community and Neighborhood, Education and FM Radio amongst others. In all of this, Watoto remains a local church, committed to celebrating Christ and caring for the community.**

**Watoto** is seeking to recruit an **Assistant Network Administrator** to provide strategic, technical, and administrative support to the Networks function of the IT Department for Watoto Ministries.

### **Key Duties and Responsibilities (but not limited to)**

- To assist in the implementation of ICT strategy and policies in line with the Watoto ministries' strategy, vision, and objectives.
- To monitor networking equipment to ensure optimal performance.
- To support network workplace and hardware infrastructure management in an expanding outsourcing environment.
- To assist in the Installation, arrangement and maintenance of switching, routing equipment and integrity of the technical infrastructure.
- Assist in installing and maintaining computer stations and wireless and wired networks.
- To manage, evaluate and recommend security concerns and system improvements.
- To handle, monitor, review and ensure that high levels of network services are received and maintained to promote consistency across the ministry.
- To evaluate and document all network architecture issues diagnosed and resolved for proper recording keeping and future reference.
- To provide network support and formalised training program to all users.
- To Troubleshoot network faults to resolution.
- To provide end-user support for connectivity or related network/ communication issues.
- To document all issues diagnosed and resolved for proper recording keeping and future reference.
- To perform any other official duties as may be assigned by the line Manager.

### **Qualifications, Skills, and Experience.**

- The applicant for the role should hold at least a Bachelor's degree in ICT, Computer Science or Computer engineering.
- Must have an Industry Certification from either CISCO, Microsoft, or FortiGate.
- At least 3 years' experience in a reputable organisation.
- Experience of at least 2 years in Network Administration and technical implementation.
- Demonstrated experience in Smart Wi-Fi networks, Microwave Bridges, Unifi, Sophos, and FortiGate Firewall systems.
- Proven experience in project management
- Knowledge of Networking design and operations principles, system integration requirements and procedures.
- Knowledge of budgeting, financial planning, and management reporting



**How to Apply:**

All suitably qualified and interested candidates can apply by visiting our website.

1. Website [www.watotochurch.com](http://www.watotochurch.com)
2. Go to the Join the Team section click **Apply**.
3. Under that, view the Job description and click on the link that reads; **Apply**.
4. Fill out the form that will be open and submit after all sections have been filled.
5. Submit your CV, academic and professional documents, and a cell/pastor's recommendation letter to [careers@watotochurch.com](mailto:careers@watotochurch.com) (Subject Line: Job Title - First Name, Last Name)

**DEADLINE: 6<sup>th</sup> /June /2023.**

**ONLY SUCCESSFUL APPLICANTS WILL BE SHORT LISTED AND CONTACTED FOR INTERVIEWS.**

