



# MANICALAND STATE UNIVERSITY OF APPLIED SCIENCES

## STAFF VACANCY

**Manicaland State University of Applied Sciences is an equal opportunities employer. In the interest of promoting gender parity, female candidates are encouraged to apply.**

Applications are invited from suitably qualified and experienced persons for the following post:

### **1. INFORMATION COMMUNICATION TECHNOLOGY DEPARTMENT**

#### **1.1 SYSTEMS ANALYST (1 POST)**

##### **Desired Qualifications and Experience**

Applicants must have a first degree in Computer Science / Information Systems or equivalent, plus at least two (2) years post qualification work experience. Proven ability to develop Software Applications using PHP, Java, C#, Delphi, C++, Python, plus adequate experience in creating applications on the following platforms Linux, Windows Server, iOS, Android. Proficiency in using data base management system software and program testing software. In addition, applicants should have knowledge of business reporting tools such as business object and crystal reports.

##### **Duties & Responsibilities**

The analyst will be responsible for assisting in new IT solutions, modify, enhance or adapt existing systems and integrate new features or improvements in order to improve business efficiency and productivity. Provides analysis services typically in a defined project. Develops requirements and supplemental specifications for new applications or analyses change requests/enhancements in existing applications.

The incumbent duties will include:

- Maintaining and upgrading existing systems as required
- Designing new computer systems and frameworks
- Troubleshooting technical issues
- Risk mitigation planning
- Collaborating with ICT team to resolve issues and ensuring solutions are viable and consistent
- Creating system guidelines and manuals for the organisation
- Running training sessions and workshops on system processes

#### **1.2 DATABASE ADMINISTRATOR (1 POST)**

##### **Desired Qualifications and Experience**

Applicants must have a Bachelor's degree in Information Communication Technology or equivalent and at least 2 years work experience in database administration and end user applications; and certification(s) in database systems, or security will be an added advantage. Excellent knowledge of data backup, recovery, security, integrity, and SQL; and hands-on experience working with PostgreSQL or MySQL, Star Schema and other advanced database designs is a must. The candidate must have previous experience with DBA case and third-party tools (frontend/backend) and with database documentation, version control, and data migration from external data sets coupled with familiarity in programming language APIs. Java coding experience is strongly preferred and an added advantage.

### **Duties & Responsibilities**

The Database Administrator will assist the performance, integrity and security of the University database. S/he will be involved in the planning and development of the database, as well as in troubleshooting any issues on behalf of the users. The incumbent duties may include the following:

- Build database systems of high availability and quality depending on each end user's specialised role
- Design and implement database in accordance to end users information needs and views
- Define users and enable data distribution to the right user, in appropriate format and in a timely manner
- Use high-speed transaction recovery techniques and backup data
- Minimise database downtime and manage parameters to provide fast query responses

### **1.3 WEBMASTER (1 Post)**

#### **Desired Qualifications and Experience**

Applicants must have a Bachelor's degree in Computer Science or equivalent preferred and at least two years of experience in web page design and development is required with traceable projects. Must be able to effectively communicate and collaborate with diverse constituencies with varying levels of technical knowledge. Applicant should be of high integrity with effective interpersonal, organizational and team building skills are required. The ability to develop knowledge of, respect for, and skills to engage with those of other cultures or backgrounds is required and an understanding of HTML, Java scripting, and streaming technologies is required. Also have an understanding of accessibility issues related to disabled users is preferred and work experience in higher education is an added advantage.

### **Duties & Responsibilities**

The Webmaster will assist in the organization, design, and functionality of the Manicaland State University of Applied Sciences (MSUAS) website. The webmaster will be responsible for developing and managing our websites according to client needs.

Webmaster will ensure that the websites are secure, functional, visually appealing, user-friendly, and consistently updated. Assures accessibility of the websites for all users including consideration for the disabled. The Webmaster ensures the coordinated development, communication, and implementation of web projects, policies, and procedures, and collaborates with university departments and web users to understand and meet the information needs of University constituents and other users.

The incumbent duties include the following:

- Determining client website needs and requirements,
- Building and testing aesthetic, functional and user-friendly websites,
- Coordinating with designers, content providers, and management or business owners,
- Implementing and ensuring website security and data protection,
- Maintaining, updating, and optimizing servers,
- Monitoring and analysing site performance,
- Updating website content and reviewing SEO,
- Addressing and responding to user comments and complaints.

### **APPLICATIONS**

Applicants must submit an application letter, certified copies of certificates, transcripts, national identification (ID & birth certificate) and detailed curriculum vitae giving full personal particulars including full name, place and date of birth, qualifications, date of availability, current salary, contact details, names and addresses of three referees addressed to:

**The Assistant Registrar - Human Resource  
Manicaland State University of Applied Sciences  
Bag 7001 Guthrie Road  
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The application pack should be sent as a ***single pdf file*** to e-mail address ***recruitment@msuas.ac.zw*** by no later than 1400 hours on Friday, 9 October 2020. Applicants should clearly indicate the post being applied for on the application letter, and only shortlisted candidates will be communicated to.