

IT LEADER

JOB DESCRIPTION: IT leadership is the group of senior executives in an organization responsible for the information technology (IT) infrastructure and applications that enable and drive the overarching business strategy and goals.

Educational Qualifications

- Graduate with experience in handling IT/MIS.

SKILLS & REQUIREMENTS

- Ability to listen to his team members and communicate instructions effectively.
- Ability to lead, direct and control team members.
- Ability to handle multiple jobs at the same time.
- In-depth knowledge of computer usage and programming.
- Excellent presentation skills.
- Ability to always pay attention to details and encourage team members to do same.
- Ability to take proactive steps in managing problems.
- Must be very security conscious and do all it takes to avoid sensitive data falling into wrong hands.
- Ability to effectively handle stress, pressures, and challenges.
- Have in-depth knowledge of management goals and visions and work in line with team members to achieve them.

Work Responsibilities

- Software Professional with an overall 3 years on production support engineer in LINUX, UNIX environment, especially VOIP technology with ASTERISK PBX server with installation, dial plan configuration, maintenance.
- Controlling and evaluating IT and electronic data operations, Configure antivirus software to fully protect the IT environment.
- Monitor the performance of the Servers and computer systems and address issues as they arise.
- Managing information technology and computer systems.

- Plan, organize, control and evaluate IT and electronic data operations.
- Design, develop, implement and coordinate systems, policies and procedures.
- Identify problematic areas and implement strategic solutions in time.
- Excellent knowledge of technical management, information analysis and computer hardware/software systems.
- Installing and configuring software, hardware and networks. Monitoring system performance and troubleshooting issues.
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- Develop expertise to train staff on new technologies.
- Build an internal wiki with technical documentation, manuals and IT policies.
- Familiarity with various operating systems and platforms.

Gender – Both

Experience – 2 to 5 years

Salary – 25,000 to 30,000