

VACANCY

The Road Fund Administration (RFA) is a statutory organization established under Act 18 of 1999 to manage the Road User Charging System (RUCS) with a view to securing the funding required to achieve a safe and efficient road network in Namibia. In its quest to fulfill its fiduciary responsibilities towards the road network, the RFA herewith invites applications from suitably qualified, experienced, and professional persons for the following position:

ICT SERVER ADMINISTRATOR AND SUPPORT

PATTERSON JOB GRADE – C5

DUTY STATION: WINDHOEK

Purpose of the position:

To identify and implement technical ICT solutions to all user requirements and to provide support on a wide variety of software, hardware, and network user requests. To take responsibility for the technical management of all ICT structures within the company to optimize functioning and keep up with new developments.

Key performance areas:

1. Plan, administer, and maintain all RFA computer systems and network functions.

- Install new / rebuild existing servers and configure hardware, peripherals, services, settings, directories, storage, etc. Load the necessary software.

2. ERP application and database

- Handle minor change control requests at the database level.
- Ensure that manual backups are taken in case the automated backup schedule is not functioning.
- Restore database backup.
- Produce ERP system reports.
- Provide user training and support.

3. System and service efficiencies

- Monitor measures of system and network effectiveness.
- Conduct basic research to inform on efficiency standards and practices. Determine remedies for the system.
- Creates awareness on ICT best practices and enforce ICT policy.

4. Systems security services

- Complete regular back-ups of systems and critical systems checks.
- Responsible for the overall security of the network system and responding to breaches and problems where necessary.
- Conducts regular patching and security updates on all systems.
- Apply authorisation levels to new users and maintain accurate records on these.
- Conduct security clean-ups.

5. Research the latest technology and make relevant recommendations

- Participate in technical research and development to enable continuing innovation within the infrastructure.
- Identify approaches that leverage resources and provide economies of scale.

Qualification Requirements:

- Relevant Bachelor's Degree in Information Communication Technology. NQF Level 7.
- Certification in VMware and MCSE will be an added advantage.

Experience and special knowledge requirements

At least five (5) years of network, database, and systems administration experience.

Skills and Knowledge

- Knowledge of Enterprise-Wide Infrastructure management
- ERP application N
- Networks and Server Infrastructure
- Problem-solving skills
- Critical thinking

Enquiries: Ms. Poulletter Mahua on 061 433 3059

Closing Date for applications: Friday, 31 July 2026
at 17H00

How to apply:

All applications should be addressed to the Manager:
Human Capital, Road Fund Administration, Private Bag
13372, Windhoek, by the date and time shown above,
and should be accompanied by a cover letter, a
detailed Curriculum Vitae, certified copies of
qualifications, employment references, and particulars
of current and previous employment.

**All supporting documents must be uploaded as a
single consolidated PDF; applications submitted
without the required supporting documents will not
be considered.**

Only shortlisted candidates will be contacted. Hand-
delivered or faxed applications will not be considered.
Please submit the application via the Trending Talent
Recruitment Portal [Click Here](#) or scan the QR code:



NB: Persons with disabilities are encouraged to
apply.