

Center for Career Placement & Alumni
Graduate Placement Services (GPS)

JOB VACANCY FORM®

Job Reference No.: JV913

Company Name: Sharjah Book Authority



Company Type: Government

Job Position/Title:	System development, help desk, technical support, network and information security	Academic Major:	All IT Majors
Salary Range:	18,000 + AED	Years of Experience:	Fresh Graduate experience
Job Location:	Sharjah	Job Type:	Full-time
Nationality:	UAE Nationals	Gender:	Both
Job Description:	- Support the employees with IT related problems in a responsive and service oriented manner. - Installing, Configuring & Administering Software's and Hardware's - Setup, manage and maintain IT-related equipment. - Monitor backup jobs and ensure high level of completion success rate. - Help put processes in place to maintain a stable network environment. - Train staff with IT related equipment. - Assist with the troubleshooting, installation, and implementation of systems. - Ensure data integrity with regard to SBA's fixed asset inventories. - Develop and maintain information architectures (data, application, websites, network) ensuring the system is on-line daily. - Maintain hardware and software maintenance agreements to ensure integrity of operations processes. - Website designing, portal administrator , content manager		
Minimum Qualifications:	Bachelor degree with excellent IT job related skills, fluent in Arabic/English writing , excellent personal ability and special skills		
No. of Positions Required:	2		
Job Close Date:	Open Until Filled		

هام: المعلومات الواردة في هذا النموذج هي فقط لطلبة وخريجي جامعة الإمارات العربية المتحدة ولا يحق نشرها أو تداولها خارج نطاق الجامعة
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To Apply, UAEU Graduates/Alumni should send their CVs to:

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