

NORTH-EAST REGIONAL HEALTH AUTHORITY

SYSTEM ADMINISTRATOR (MIS/IT 4)

The **North-East Regional Health Authority (NERHA)**, a statutory body under the Ministry of Health & Wellness, with responsibility for the management and delivery of Public Health Services within the parishes of St. Ann, St. Mary, and Portland invites applications from suitably qualified individuals to fill the position of **Systems Administrator** with assignment at the **Regional Office**.

Reporting to the Director, Management Information System, the individual is responsible for the effective provisioning, installation/configuration, operation, and maintenance of systems hardware and software and related infrastructure throughout the North East Regional Health Authority.

Specific Knowledge Required:

- Advanced networking skills, including network planning and design.
- Proven ability to implement, support, and troubleshoot WAN/LAN networking hardware and software, while maintaining a highly available and secure networking environment
- Proven experience supporting WINDOWS 2008/2012/2016 Server environment, Active Directory and Group Policy.
- Practical experience in administration of LINUX environment
- Proven ability to implement, support, and troubleshoot client server software and operating Systems (Windows and LINUX)
- Experience in administration of Microsoft Exchange/MDaemon email server and Microsoft SQL.
- Experience in solving a variety of desktop and user issues, within an enterprise IT environment.

Qualifications and Experience:

- BSc. in Computer Science or equivalent
- Technical certifications will be considered an asset (MCSA/MCSE, CCNA etc.)
- At least three (3) years experience in System Administration

Required Skills:

- Strong planning and organizational skills
- Good analytical, technical skills and sound judgment
- Ability to communicate effectively both in written and oral format
- Good time management skills

REMUNERATION PACKAGE PER ANNUM:

Salary Scale: \$3,501,526 – 4,709,163 per annum

Cover letters along with detailed resume should be sent no later than **Friday, 2025 August 29** to:

**The Director,
Human Resource Management & Development
North-East Regional Health Authority
34-38 Ocean Village Shopping Centre, Ocho Rios
St. Ann
E-mail: jobs@nerha.gov.jm or Fax: (876) 795-2747**

**WE THANK ALL APPLICANTS FOR RESPONDING, HOWEVER, ONLY SHORT LISTED APPLICANTS
WILL BE ACKNOWLEDGED.**