



JOB ADVERTISEMENT

Live connected.

Transformation! Change! Technology!

Transformation and change are buzz words being echoed within Botswana Telecommunications Corporation Limited (BTC) at the moment. Opportunities for employment exist within BTC for dynamic individuals with a desire to work in a fast-paced technology driven environment.

1. HEAD OF TECHNOLOGY PLANNING

REPORTS TO: General Manager Technology

OBJECTIVES OF THE POSITION

- To provide technology inputs to the creation and maintenance of a BTC business strategy that will deliver shareholder value.
- To manage technology planning services within the framework of an agreed business strategy and meet operational targets for service quality and reliability, customer satisfaction and financial performance.
- To own and manage the end-to-end design processes for network services in response to requirements provided by the Strategy Division and the customer delivery groups (Wholesale, Sales, Marketing and Customer Service).
- Make compelling business cases for capital investment in networks and systems, working with Finance Department to demonstrate returns on investment.

QUALIFICATION

- Degree in Telecommunications Networks, IT or equivalent.
- Master's degree and membership of a relevant professional body will be an added advantage.

EXPERIENCE

- Nine (9) years' professional experience in the field.
- 4 years senior level experience in a technology Planning.

LEGAL CERTIFICATION / PROFESSIONAL MEMBERSHIP

ERB compliant.

2. TREASURER

REPORTS TO: Chief Financial Officer

OBJECTIVES OF THE POSITION

- To provide an effective and efficient treasury service and operations by managing and compiling the business expense guidelines to align them to the business needs.
- To manage BTC investments accounts for interest income generation.
- To manage Treasury Management sectional internal & external audits process.
- To provide support to the Executive Management in developing financial policies.
- To manage BTC Banking relationships and engages banks on new products or enhancements.
- To provide professional input in the opening of new payment channels to enhance customer experience.
- To prepare daily, weekly and monthly rolling cash flow forecast.
- To manage foreign currency accounts, exchanges and currency hedging operations.
- To carry out technical investigations, audits and inspections to ensure compliance with Treasury policies procedures and standards.

QUALIFICATION

- Bachelor of Finance, Bachelor of Accounting or equivalent qualification.

EXPERIENCE

- Five (5) years' post qualification experience, 3 years of which should be experience of treasury management in a corporate turnaround environment for the right candidate.

LEGAL CERTIFICATION / PROFESSIONAL MEMBERSHIP

- CFA or any other professional qualification will be an added advantage.

3. FIELD NETWORK ENGINEER – Fixed Access

REPORTS TO: Field Network Lead Engineer – Fixed Access

OBJECTIVES OF THE POSITION

- To perform overall implementation and administration of operations and maintenance services on BTC Fixed and DataCom networks (NGN, FTTx, Metro).
- To maintain high quality service of Fixed and DataCom (NGN, FTTx applications [FTTB, FTTC, FTTH, FTTP etc], Metro) for fixed voice, broadband and metro services ensuring high performance on all systems at all times to meet customer satisfaction targets.
- To implement internal projects for upgrades and expansion of the Field Network networks.
- To attend to all power and air conditioning network failures as guided by the Network Alarm Policy document.
- To provide support to the service provisioning teams where they have complications in providing subscriber services.

QUALIFICATION

- Bachelor of Finance, Bachelor of Accounting or equivalent qualification.

EXPERIENCE

- Five (5) years' experience in maintaining fixed, DataCom units. (Voice and Broadband) and IP.

LEGAL CERTIFICATION / PROFESSIONAL MEMBERSHIP

- ERB compliant.
- Membership of a professional association will be an added advantage (BIE, IEEE, TMForum, etc)
- CCNP, HCNP

4. FIELD NETWORK ENGINEER – Mobile Access x2

REPORTS TO: Field Network Engineer Lead – Mobile Access

OBJECTIVES OF THE POSITION

- To provide, operate and maintain a high-quality service transport networks inclusive of mobile and fixed access infrastructure and ensure high performance to meet customer experience and satisfaction targets.
- To provide effective technical support and continually seek quality improvements within the transport networks on transmission and/or access mobile and fixed infrastructure.
- To implement, operate and maintain Synchronous Digital Hierarchy (SDH) network elements in accordance with the required standards.
- To implementation and commission of transport network operational projects in accordance to specifications and hand over for service activation.
- To support Field Network Lead Engineer – Transport with performance reporting, operation and maintenance scheduling.

QUALIFICATION

- Degree in Telecommunications Engineering or equivalent.

EXPERIENCE

- Five (5) years' experience in maintaining transmission links and/or mobile network base-stations

LEGAL CERTIFICATION / PROFESSIONAL MEMBERSHIP

- ERB compliant.
- CCNP, HCNP
- Membership of a professional association will be an added advantage (BIE, IEEE, TMForum, etc).

5. DATABASE ADMINISTRATOR

REPORTS TO: IT Infrastructure Manager

OBJECTIVES OF THE POSITION

- Responsible for design, implementation and maintenance all BTC databases and the databases managed by BTC on behalf of Customers.
- To enforce policies and procedures for maintaining the security and integrity of the BTC databases and ensure it meets availability and disaster recovery requirements.
- To design, build and maintain BTC databases and those managed by BTC on behalf of Customers and perform backup and recovery of all databases.
- To upgrade databases to newer versions in alignment with Vendor and Application roadmaps.

QUALIFICATION

- Degree in Computer Science, Information Science or equivalent.

EXPERIENCE

- Five (5) years' experience in the IT field. Experience working in an ITIL compliant environment. Experience in Project Management methodologies and tools as well as server administration will be an added advantage.

LEGAL CERTIFICATION / PROFESSIONAL MEMBERSHIP

- ITIL

6. OPERATION SUPPORT SYSTEMS & VALUE-ADDED SERVICES MANAGER

REPORTS TO: Head of Billing and Value-Added Services

OBJECTIVES OF THE POSITION

- To plan and manage operations, maintenance and support for Operation Support and Value-Added Services platforms.
- To provide efficient, accurate and consultative approach to deliver support services to VAS & OSS Users.
- To collect, evaluate, prioritize, and implement business requirements in-line with the set BTC policies, standards and procedures.
- To set performance targets and measures to ensure that resources are deployed with optimum efficiency.
- To support project deployments using best practice and methodology to apply the required changes.
- Degree in Computer Science, Information Science, Computer Engineering Telecommunications Engineering or related academic qualification.

EXPERIENCE

- Six (6) years' experience in operational support systems/telecommunications environment and value-added services. Experience in utilising Project Management methodologies and tools in an ITIL environment is an added advantage.

LEGAL CERTIFICATION / PROFESSIONAL MEMBERSHIP

- ITIL
- PRINCE2
- UNIX/LINUX
- SQL

6. PERSONAL ASSISTANT

REPORTS TO: General Manager

OBJECTIVES OF THE POSITION

- To prepare daily activities and important documents of General Manager.
- To prepare meetings agenda and material in advance, record minutes, maintain records and make follow-up on action items for General Manager.
- To maintain calendar, schedule and diarise the General Manager's appointments to ensure effective and smooth running of the office.
- To improve information storage /preservation and retrieval and maintain GM's filing system to safeguard confidential information and facilitate proper control of information flow.
- To provide logistical support – make logistical arrangements (processing accommodation bookings, allowances, and making transport arrangements) and administrative needs of all managerial staff within the Division.
- To provide general up-keep of the office, ensure availability of office supplies.
- To coordinate and ensure effective use of meeting rooms and arrange refreshments and any other necessities before commencement of meetings.

QUALIFICATION

- Diploma in Secretarial Studies or related field.

EXPERIENCE

- Two (2) years post qualification experience of which two should have been at the administrative and or personal assistant level for senior management.

LEGAL CERTIFICATION / PROFESSIONAL MEMBERSHIP

- Membership of a professional secretarial body will be an added advantage.

Remuneration: The Company offers a competitive compensation package, commensurate with qualifications, skills and experience.

If you fit the bill, kindly send your application, latest CV and certified copies of certificates and Identity document (OMANG) to: recruitment@btc.bw, Attention: General Manager – Support Services and Human Resources, P.O Box 700 Gaborone.

NB: We respond to shortlisted candidates only.

CLOSING DATE: 29th August 2023

Kindly note that BTC will not receive hand delivered applications.