



1 February 2024

## VACANCIES AT AFAP

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### INFORMATION TECHNOLOGY MANAGER

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**Job Title:** Information Technology Manager  
**Job Type:** Full-time Contract  
**Location:** South Africa HQ Office  
**Application Deadline:** 29 February 2024

The African Fertilizer and Agribusiness Partnership (AFAP), is inviting passionate highly motivated and skilled IT professionals to join our team in the role of Information Technology Manager (IT Manager). As an IT Manager at AFAP, you will play a pivotal role in planning, organizing, and evaluating the operations of our information systems and electronic data processing.

If you are passionate about leveraging technology to drive positive change in the agriculture sector and are eager to contribute to our mission of promoting sustainable agriculture and agribusiness across Africa, we encourage you to apply for this exciting opportunity.

Join AFAP and play a vital role in shaping Africa's agricultural future!

### ORGANISATIONAL DESCRIPTION:

The African Fertilizer and Agribusiness Partnership (AFAP) is a non-profit social enterprise that collaborates with public and private sector partners to develop and strengthen inputs value-chains, and in particular, to deepen and broaden fertilizer markets across Africa. AFAP is dedicated to designing and executing sustainable development projects that support policy and regulatory reforms, capacity building, financial credit provision, and data collection and market intelligence dissemination. By providing innovative and market-oriented business solutions, AFAP promotes the growth of the agricultural inputs and agribusiness value chain sectors.

AFAP's approach involves a range of activities that contribute to the development of a robust inputs and fertilizer market ecosystem. These activities include, but are not limited to: identifying and addressing gaps in policy and regulation, facilitating skills development and knowledge transfer, introducing farming good practices and technologies to improve yield, providing access to credit and other financial services, and collecting "last mile" data and disseminating market intelligence. By integrating all of these activities, AFAP helps foster a more competitive, efficient, and sustainable inputs market system across the African continent.

With offices in nine African countries, including Ghana, Kenya, Malawi, Mozambique, Nigeria, Tanzania, Uganda, Zambia, and its headquarters in South Africa, AFAP combines technical expertise, entrepreneurial innovation, and a unique, continental perspective.



Overall, AFAP's work is essential in advancing agricultural productivity and food security across the continent. Through its partnerships and innovative business solutions, AFAP is helping transform Africa's agricultural sector into a viable engine for economic growth and development.

## **OVERALL JOB DESCRIPTION:**

As the IT Manager at AFAP, you will be at the forefront of our technological advancements, responsible for planning, organizing, and evaluating the operations of information systems and electronic data processing within our organization. You will play a pivotal role in the development and implementation of policies and procedures for electronic data processing and computer systems operations. Additionally, you will be a key driver in supporting AFAP's technological strategy and migration to new platforms.

## **ESSENTIAL FUNCTIONS:**

### **Manage Information Technology and computer systems:**

- Plan, organize, and evaluate the operations of information systems and electronic data processing.
- Develop and implement policies and procedures for electronic data processing and computer systems operations for AFAP.
- Collaborate with in country managers to discuss system requirements, specifications, costs, and timelines.
- Budget and oversee expenditures related to computer systems.

### **Ensure Technology Accessibility and Up-to-Date Equipment:**

- Troubleshoot hardware, software, and network communication systems.
- Stay updated on AFAP hardware, software, and network functionality.
- Provide training and orientation to new users, ensuring they are proficient in existing and new technology.
- Maintain an accurate inventory of technology resources.

### **Monitor and Maintain Technology for Accessibility and Redundancy:**

- Assess and manage technical issues, including Firewall management.
- Maintain logs and lists of required repairs and maintenance.
- Manage network access, hardware installations and updates, and essential software.
- Oversee security protocols, including password management and IP addressing.

### **Ensure Critical Systems, Processes, and Data are Backed Up:**

- Configure and maintain backup solutions.
- Implement disaster management plans and procedures.
- Test backup integrity and disaster management plans on a quarterly basis.
- Provide recommendations for new backup technology resources.



## QUALIFICATIONS:

- Degree or National Diploma in Information Technology or equivalent certifications (A+, N+, Microsoft Certification).
- 5-10 years of IT Management Experience.
- Proficiency in various areas including computer hardware, software systems, network administration, troubleshooting, and more.

## Essential Skills:

- Excellent organizational and time management skills, with the ability to prioritize tasks and meet deadlines in a fast-paced environment.
- Proficient in installing and administering computer hardware, software, and networks.
- Team building, analytical, problem-solving, and decision-making skills.

## APPLICATION INFORMATION

Anticipated Start Date: **Immediate**

If your qualifications align with the requirements of this position, we encourage you to apply. Please send your CV, a one-page cover letter, copies of relevant certificates, and your salary expectations to [kmanaka@afap-partnership.org](mailto:kmanaka@afap-partnership.org) . The application deadline is **Friday, 29 September 2023**.

Please note, only candidates who have been shortlisted will be contacted. We appreciate your interest in becoming part of the AFAP team.