



## UNIVERSITY OF GHANA

### UNIVERSITY OF GHANA COMPUTING SYSTEMS (UGCS)

#### VACANCY FOR PROSPECTIVE NATIONAL SERVICE PERSONNEL 2021/2022

#### ACADEMIC YEAR

The University of Ghana Computing Systems is seeking to recruit final year students to serve as National Service Personnel for 2021/2022 academic year. The successful candidates will assist with various functions ranging from IT services and administration support, among others.

All final year students, who wish to apply should indicate the following:

1. **Course of Study**
2. **Area of Interest**
3. **NSS Number**
4. **NSS Pin**

Applicants should **select 3 Units (area of interest)** from the list below in order of preference.

- **Academic Computing** -- Library Systems & Facility Management, Educational Technology etc.
- **Administrative Computing** -- Institutional ERP, support for processing of students' data etc.
- **Assistive Technology Unit** – IT assistance for students with special needs and assistive lab.
- **E-Learning** -- Maintenance of Sakai LMS, development of instructional material.
- **End User support** – User Advisory, UGCS Lab management, 1st level user support etc.
- **Hardware** -- IT Equipment Installation, Repair & Upgrade Service, Data Recovery Services etc.
- **IT service Engineering** – provision and maintenance of Web, Intranet and Mobile Applications.
- **Networking** -- LAN and WiFi Management, Internet Service, Network monitoring etc.
- **Systems** -- Server Management, Hosting services, Active Directory, User Authentication etc.
- **Telecoms and Electricals Unit** – Fixed Lines Services, IP Phones, Back-Up Power etc.
- **Training and Learning Support** – IT training services and instructional technology support etc.

Interested applicants should use the link below to fill in the application form and submit the following required documents per instructions in the application form.

<https://ugcs.ug.edu.gh/national-service-ugcs>

- **Current Curriculum Vitae** (One page)
- **A clear copy of student ID card** (front and back)

***Deadline for submission of application: Wednesday, May 26<sup>th</sup>, 2021***

