DHA SUFFA UNIVERSITY

Director IT Required

DHA Suffa University, Phase VII (Ext.) DHA Karachi, invites applications for the post of Director IT:

Director IT

Qualification and Experience Requirement
- PhD or MS degree from a renowned HEC recognized university/institute.
- 10 years of relevant experience with PhD and 15 years relevant experience with MS in a reputable university/institute.
- Proven expertise in Learning Management Technologies, Information and Communication Technologies, University ERP implementation and Enterprise networking, software and computing technologies.
- Excellent communication skills.
- Outstanding inter-personal skills and ability to lead the team.

Key Responsibilities

IT Applications & Software Development:
- Lead the IT applications team in designing, developing, and implementing software solutions.
- Collaborate with stakeholders to identify business needs and translate them into technical requirements.
- Ensure the quality, security, and performance of applications through continuous testing and maintenance.
- Stay updated with emerging technologies and industry best practices to drive innovation.
- Provide technical guidance and mentorship to the team.
- Manage projects, timelines, budgets, and resources effectively.
- Experience with PHP, MySQL, React Native, ODOO, and Google Cloud Services.

Server & Infrastructure Management:
- Oversee system performance, troubleshoot technical issues, and ensure server uptime.
- Administer and maintain data center operations, including Primary & Secondary SAN storage.
- Manage and maintain VPN gateways, firewalls, and virtualization platforms (XEN/VMware).
- Monitor internet bandwidth usage and coordinate with ISPs for troubleshooting and optimization.
- Ensure data security, backups, and disaster recovery strategies are in place.
- Oversee directory services, mail servers, DNS management, and cloud-based infrastructure.
- Automate monitoring of network entities with alert notifications via SMS and Email.

Network & Security Management:
- Manage core network switches, VLANs, routing, and firewall configurations.
- Monitor Data Center room temperature via AKCP EMS system.
- Ensure secure, stable, and scalable network connectivity across multiple campuses.
- Implement power monitoring and environmental control notifications for the Data Center.

ERP Development & Administration:
- Lead ERP system upgrades, maintenance, and integration with existing university systems.
- Develop ERP practice solutions, methodologies, and customized modules.
- Analyze system processes and recommend enhancements to optimize efficiency.
- Provide technical support, documentation, and end-user training for ERP solutions.
- Manage data integrity, reports generation, and workflow automation within the ERP system.
- Ensure ERP system aligns with university business needs and operational requirements.

IT Governance & Leadership:
- Develop and implement IT policies, procedures, and best practices.
- Train and mentor IT staff in system administration, helpdesk management, and procurement.
- Manage IT vendor engagements and oversee hardware/software procurement.
- Ensure compliance with IT security standards and regulatory requirements.