

Web Administrator at WEBFRONTIERS UGANDA LIMITED

About WEBFRONTIERS UGANDA LIMITED

About WEBFRONTIERS UGANDA LIMITED - At WEBFRONTIERS UGANDA LIMITED, our vision is to be the topmost technology and product innovator, complementing businesses both online and offline. We pride ourselves on our commitment to professionalism, integrity, accountability, and teamwork. Our culture is collaborative, results-oriented, and formal, fostering an environment where innovation thrives. For more information, visit us at Webfrontier.ug.

Role Overview

As a Web Administrator, you will play a pivotal role in managing our web environment's design, deployment, and maintenance. This position requires a detail-oriented and proactive individual who thrives in a collaborative team environment. You will work closely with development teams to ensure usability and quality assurance, making significant contributions to our online services.

Position Details

- Employment Type: Full-time
- Location: Kampala Entebe road (Hybrid work arrangement)
- Reporting Structure: Reports to Manager
- Start Date: As soon as possible

Key Responsibilities

1. Determine sources of web page or server problems, taking action to correct such issues.
2. Collaborate with development teams to discuss, analyze, or resolve usability issues.
3. Conduct regular testing of system integration, performance, and security following major program modifications.
4. Participate in website design and development activities.(optional)
5. In charge of all communication
6. Point of client contact.
7. Marketing and documentation
8. Overseeing all company operations

Requirements

Essential Qualifications

- Education: Bachelor's degree in Computer Science or other related fields.
- Experience: between 1-5 years in a similar role.

- Required Skills: Complex Problem Solving, Judgment and Decision Making, Systems Evaluation, Learning Strategies.
- Required Knowledge Areas: Communications and Media, Administration and Management, Sales and Marketing.
- Technical Knowledge: Proficiency in CMS management, PHP, CSS, HTML, Illustrator, Photoshop, InDesign, and SQL is added advantage.(Optional)
- Language Proficiency: Fluent in English.

Preferred Qualifications

- Certifications: Computer literacy, Marketing.
- Preferred Skills: Critical Thinking.
- Preferred Knowledge Areas: Additional relevant knowledge.

Why come to WEBFRONTIERS UGANDA LIMITED

While we are currently unable to disclose specific benefits, we offer a supportive work environment with opportunities for professional growth.

Application Process

To apply, please submit your CV/Resume and a cover letter detailing your interest in the position through the email: info@webfrontiers.ug

To:

The Manager;

Webfrontiers Uganda Limited.

P.O Box 157094 GPO Kampala (U)

Phone: 0709466511/0781512154

Email: info@webfrontiers.ug