



Sr. IT Consultant / Network Eng | MUST : 3Yrs in NW Admin/IT Infra

MacOS/iOS/Win experience + N2 level above

#### Job Information

**Hiring Company**

[Sentree KK](#)

**Subsidiary**

Sentree K.K.

**Job ID**

1424125

**Division**

Operations

**Industry**

System Integration

**Company Type**

Small/Medium Company (300 employees or less) - International Company

**Job Type**

Permanent Full-time

**Location**

Tokyo - 23 Wards, Meguro-ku

**Train Description**

Yamanote Line Station

**Salary**

7 million yen ~ 10 million yen

**Work Hours**

Weekends off

**Holidays**

Public holidays, Vacation as per Japanese Labor Standards

**Refreshed**

April 23rd, 2025 06:00

#### General Requirements

**Minimum Experience Level**

Over 3 years

**Career Level**

Mid Career

**Minimum English Level**

Business Level (Amount Used: English usage about 75%)

**Minimum Japanese Level**

Fluent

**Minimum Education Level**

Technical/Vocational College

**Visa Status**

Permission to work in Japan required

## Job Description

Sentree K.K. has an opening for a **IT Consulting Engineer in Tokyo**, Japan, who has a wealth of experience in designing and building internal corporate networks. If you are a leader who has top technical skills, good interpersonal skills and enjoys the responsibility of being the technical lead for others on your team, this role will be a good fit.

### Core Responsibilities

- Provide technical leadership for the support and maintenance of our client's IT infrastructure
- Execute project delivery while updating project management tools realtime
- R&D for new services and processes
- Detailed completion of user and administration documentation
- Develop and adhere to standard operating procedures
- Exercise a consulting mindset and expertise

### Daily Responsibilities

- Identify and mitigate any issues or risks that arise
- Schedule regular meetings with clients, deliver status reports and updates
- Monitor client services, prioritize, and offer important improvements
- Update your EOS (Entrepreneurial Operating System) scorecard, timesheet, checklists and billable forecast
- Create and manage internal and external project briefs with detailed work breakdown for each project
- Daily stand-ups with team members, weekly 1-2-1 checkins with Operations Manager
- Attend Weekly Level 10 Meetings prepared to contribute and steer discussion on priority issues

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## Required Skills

### Required Skills:

- Ability to design robust Wi-Fi networks using Cisco Meraki, Ubiquiti, Extreme, Aruba, and similar tools
- Ability to design and implement network routing, switching, VLANs and addressing for small to medium sized networks. Candidate will possess excellent interpersonal skills and have the ability to work individually and in a team environment
- Candidate must be able to communicate effectively, build credibility and trust, analyze problems, make decisions, and learn continuously
- Technical IT troubleshooting experience, Help Desk and SysAdmin levels
- Managing configuring internet connectivity and UTM appliances
- Ability to visually document system setup so other system admins can efficiently troubleshoot a system in your absence

### Preference Given To Candidates with:

- Prior experience as in independent consultant and as a member of an IT team
- Familiarity of Scrum / Agile work process and project management

### General Requirements

- Minimum Experience Level: Over 3 years
- Career Level: Mid Career
- Minimum Education Level: Technical / Vocational College
- Visa Status: Prefer permission to work in Japan (We can help with a visa application for the right candidate.)

### Language Skill Requirements:

- English: Professional level written & verbal communication skills in English.
- Japanese: Business level verbal communication skills in Japanese.

### Location:

Hybrid Remote & Onsite in Minato-ku, Tokyo with majority of client site visits within central Tokyo

### Employment type:

Full time for candidates with a visa identifying legal permission to work in Japan

### Working hours:

Flex System 8AM - 5PM, Primarily weekdays with occasional project work on weekends

### Holidays:

Weekends, Public holidays, Vacation as per Japanese Labor Standards

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**Diverse and Dynamic Environment:** At Sentree, we offer network administrators an engaging work environment with the opportunity to work on multiple organizations' networks, each having its unique set of requirements. This allows you to consistently challenge and enhance your skills.

**Leadership and Impact:** We provide a platform for you to become a true leader in the industry. As the primary consulting

and technical expert, you'll lead a team of professionals and shape the future of our network infrastructure, allowing you to make a significant impact.

**Support and Resources for Growth:** We value your expertise and are committed to your professional growth. We provide the resources and support your need to excel in your role and advance in your career. This makes our company an ideal place for those who are eager to take their career to new heights.

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## Company Description

Sentree KK is a growing IT company based in Tokyo, Japan working with a range of exciting multi-national clients such as award-winning architects, video production companies, product designers, interior designers, private schools, and ad intervention. We help get technology out of the way so clients can focus on their creative business vision and provide a reliable, trustworthy technology foundation upon which creative business leaders can build winning teams.

Brave and creative entrepreneurs needing a strategic IT blueprint to achieve their creative vision come to Sentree KK. We like to solve problems for a diverse group of multi-national teams and we're attracted to working with creative people because we're creative too. We strive for continuous improvement because we're lifelong learners and value intelligent and curious individuals.

### Unprecedented Career Opportunity

We are growing more quickly than ever before.

Up until now, digital transformation has been overused, marketing speak relegated to actually being done by a select few leading organizations. Now, given the demands of increased efficiency from a remote and hybrid workforce, even small and medium sized companies in Japan have realized that digital transformation is critical to their survival and needs proper investment in the tools and processes to lead this change.

These new roles at Sentree provide you the career opportunity to craft these critical workflows end to end. You are not working on just a small siloed piece of the solution, but are crucial in shaping the full result end to end. Capable early entrants to our team in this period of massive growth will find unprecedented career opportunity.

If you are excited to be in the centre of Tokyo, in one of the best places in the world to live, work and play, take a look at our openings!

テクノロジー、セキュリティ、教育を通じて成長を刺激する

### 今日のビジネスや企業を成長させるには何が必要ですか？

それはテクノロジーが含まれます。Sentree株式会社は、ITのニーズを定義し、選択肢を明確にする支援をします。テクノロジーの利便性や柔軟性を活用して、成長するための力を提供します。

### 皆様のためにできることは？

私共は、テクノロジー、セキュリティ、教育を通じて成長を刺激します。ワイヤレステクノロジーを活用するモバイルワークシステムと、あらゆる種類のビジネスをサポートする幅広いITサービスを提供するAppleシステムを専門としています。

### 成長する準備をしましょう

費用対効果の高いインフラ構築、個々のトラブルシューティング、トレーニングサービスについてお問い合わせください。ご予算に合わせたソリューションを提供いたします。