



## Junior Data Center Engineer (Tokyo)

### Job Information

#### Hiring Company

[BIOS, Inc.](#)

#### Job ID

1464172

#### Industry

Hardware

#### Job Type

Contract

#### Location

Tokyo - 23 Wards

#### Salary

Negotiable, based on experience

#### Refreshed

July 15th, 2024 08:00

### General Requirements

#### Minimum Experience Level

Over 1 year

#### Career Level

Entry Level

#### Minimum English Level

Business Level

#### Minimum Japanese Level

Business Level

#### Minimum Education Level

High-School or Below

#### Visa Status

Permission to work in Japan required

### Job Description

- Request Management – process tickets as per agreed service levels of the client.
- Install, move, add, and change server and other hardware in data center according to request from the client.
- IT Rack bolting down, wire grounding and energizing rack power cable.
- Create and submit reports to client - BOM reports and work reports.
- Coordinate and provide both scheduled and unscheduled troubleshooting support.
- Escorting vendors and visitors inside the data center.
- Asset Management including stocks (e.g. spare parts, cable, kits) - inventory and update DB, gap analysis, reconciliation and remediation to ensure the data is always accurate.
- Site logistics support. (e.g. receiving, relocation, shipping and disposal of equipment).
- Ad-hoc tasks when requested by the client.
- Document Management - maintain and update the documents. (e.g. for Operation process manuals and guidelines)
- Safe keep and control all the required evidences. (e.g. log of activities, results of testing and others records and logs)
- Communicate and coordinate with end customers, clients, vendors, and internal staffs over the phone, email, and face to face.
- Comply and enforce internal policies, processes and standards.
- Contribute to project and program activities as necessary - Involvement as a project work stream as required.
- Flexibility to work under 24/7/365 shift assignment.

## Required Skills

### **Requires Languages:**

Japanese: Business level

English: Business level

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