



1200万円 IT Infra Lead - Global Marketing Analytics Provider

80% REMOTE / FULL FLEX TIME

Job Information

Recruiter

SPOTTED K.K.

Job ID

1505598

Industry

Advertising, PR

Company Type

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

Non-Japanese Ratio

About half Japanese

Job Type

Permanent Full-time

Location

Tokyo - 23 Wards

Salary

5.5 million yen ~ 12 million yen

Refreshed

March 11th, 2025 07:00

General Requirements

Minimum Experience Level

Over 6 years

Career Level

Mid Career

Minimum English Level

Business Level

Minimum Japanese Level

Business Level

Minimum Education Level

Bachelor's Degree

Visa Status

Permission to work in Japan required

Job Description

DUTIES AND RESPONSIBILITIES

- Server Support (40%):
 - o Implement, and maintain on-premises and/or cloud-based server infrastructure.
 - o Diagnose and troubleshoot complex server issues, including performance bottlenecks, hardware failures, software conflicts, and security vulnerabilities.
 - o Implement and maintain server configurations, including operating systems (Windows, Linux), virtualization technologies (VMware, Hyper-V).
 - o Implement and maintain server security best practices, including user access control, firewalls, and intrusion detection systems.

- o Automate server tasks and processes to improve efficiency and reliability.
 - o Perform regular backups and ensure disaster recovery plans are in place.
 - o Monitor server performance and proactively identify potential problems.
 - o Stay up-to-date on the latest server technologies and trends.
 - o Work collaboratively with other IT team members and stakeholders.
 - Network Support (30%):
 - o Diagnose and troubleshoot network issues escalated from L2 or L1, including connectivity problems, routing errors, security breaches, and performance issues.
 - o Implement and maintain network configurations, including network devices (routers, switches, firewalls).
 - o Monitor network performance and identify potential problems.
 - o Implement network upgrades and expansions.
 - o Stay up-to-date on the latest network technologies and trends.
 - o Work collaboratively with other IT team members and stakeholders.
 - Additional Responsibilities (30%):
 - o Document solutions and procedures for future reference.
 - o Provide technical support to internal users and troubleshoot their IT issues.
 - o Serve as a liaison between upper management, users, and engineers; raise the visibility of critical issues and ensure that all relevant parties are informed.
 - o Update the maintenance calendar and notify stakeholders.
 - o Collaborate effectively with other IT team members and stakeholders.
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Required Skills

SKILLS & QUALIFICATIONS

- 6+ years of experience as IT Infrastructure or similar role, with demonstrated expertise in both server and network administration.
- In-depth knowledge of networking concepts, protocols, and troubleshooting methodologies.
- Strong understanding of server administration, including operating systems, virtualization technologies, and server applications.
- Demonstrated proficiency in IT documentation and knowledge management practices.
- Excellent communication, interpersonal, and problem-solving skills.
- Strong analytical and critical thinking skills.
- Fluent Japanese & Business English

ADDITIONAL PREFERRED SKILL

- Experience with scripting languages (e.g., Python, PowerShell) .
 - Experience with cloud platforms (AWS, Azure) .
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Company Description