

Michael Page

www.michaelpage.co.jp

IT Helpdesk- Part-time

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Job Information

Recruiter
[Michael Page](#)
Job ID

1506832

Industry

Medical Device

Job Type

Temporary

Location

Tokyo - 23 Wards

Salary

Based on hourly rate

Hourly Rate

¥2000 - ¥2500

Refreshed

November 26th, 2024 19:09

General Requirements

Career Level

Mid Career

Minimum English Level

Daily Conversation

Minimum Japanese Level

Business Level

Minimum Education Level

Associate Degree/Diploma

Visa Status

Permission to work in Japan required

Job Description

Join a global healthcare company as an IT Helpdesk Staff, supporting internal IT systems and ensuring seamless day-to-day operations.

Client Details

Our client is a world leader in the healthcare sector. Their products and services provides valuable support to medical professionals worldwide.

Description

- Provide first-line IT helpdesk support, including troubleshooting and setup of PCs for new employees.
- Support internal network infrastructure and maintain IT equipment.
- Manage IP phone systems and assist with in-house applications.
- Handle administrative IT-related tasks.
- Collaborate with teams to ensure a smooth IT environment

Job Offer

- Part-time flexibility: Choose between 4 hours/day (Mon-Fri) or 8 hours/day for 3 days a week.
- Convenient office location in Minato-ku, Tokyo, just steps from the train station.
- Gain hands-on experience in managing IT systems in a professional setting

To apply online please click the 'Apply' button below. For a confidential discussion about this role please contact Argia Pradana at +81 3 6832 8642.

Required Skills

- Proven experience in IT support or helpdesk roles.
 - Knowledge of network infrastructure and system management.
 - Strong problem-solving and communication skills.
 - Ability to manage time effectively in a dynamic environment.
 - Eager to contribute to a meaningful mission in healthcare.
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Company Description

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