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PR/108794 | Assistant Manager - IT

募集職種

人材紹介会社
ジェイ エイ シー リクルートメント インド

求人ID
1504871

業種
その他（メーカー）

雇用形態
正社員

勤務地
インド

給与
経験考慮の上、応相談

更新日
2024年11月19日 11:12

応募必要条件

職務経験
3年以上

キャリアレベル
中途経験者レベル

英語レベル
ビジネス会話レベル

日本語レベル
ビジネス会話レベル

最終学歴
短大卒：準学士号

現在のビザ
日本での就労許可は必要ありません

募集要項

Job Responsibilities:

· Manage IT Infrastructure: Oversee the implementation and maintenance of the company's IT infrastructure, including hardware, software, networks, servers, and security systems.

· IT Strategy and Planning: Develop and implement IT strategies and solutions aligned with the company's business objectives. Plan and execute IT projects to improve efficiency and effectiveness.

· Security Management: Ensure the security of the company's data, network access, and backup systems. Implement and maintain security policies and procedures to protect against unauthorized access, cyber threats, and data breaches.

· Vendor Management: Manage relationships with external vendors and service providers. Negotiate contracts and agreements for IT products and services.

· Team Leadership: Provide leadership, guidance, and mentorship to the IT team. Manage and develop team members to ensure high performance and continuous improvement.

· Budget Management: Develop and manage the IT department's budget. Monitor expenses and justify costs related to IT projects and initiatives.

· Technical Support: Oversee the provision of technical support and assistance to end-users within the organization. Ensure timely resolution of IT issues and concerns.

· Compliance and Regulations: Ensure compliance with relevant regulations, laws, and standards related to IT operations and data protection.

· ITization of Robot and Spare Parts Inventory Management: Implementing IT solutions for inventory management will enable real-time tracking of stock levels, automated alerts for restocking, and accurate forecasting based on historical data. This will lead to reduced operational costs and improved resource allocation.

· ITization of Accounting (Tally) for Accurate Profit Analysis: Computerizing our accounting processes through Tally integration will provide detailed insights into financial transactions. By leveraging this data, we can conduct precise profit analysis, identify revenue streams, and optimize financial strategies effectively.

Job Requirements:

· Education: Bachelor's degree in information technology, Computer Science, or a related field.

· Experience: Proven experience (5~8 years) in IT management roles, with a strong understanding of IT systems and infrastructure. Experience in managing IT projects and teams.

Job Location:
Gurugram

#LI-JACIN

会社説明