PR/094618 | 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 シンガポール

求人ID
1519106

業種
土木

雇用形態
正社員

勤務地
シンガポール

給与
経験考慮の上、応相談

更新日
2025年04月15日 16:00

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

COMPANY OVERVIEW

My client is seeking a highly skilled and motivated Assistant IT Manager to oversee and manage the effective operation of our company's IT infrastructure. This role requires a balance of technical expertise, project management, and strategic leadership to ensure our IT systems are aligned with the company's objectives.

JOB RESPONSIBILITIES
- Leadership and Strategy: Lead the IT department in developing, implementing, and maintaining IT infrastructure and systems to ensure reliable and efficient operations. Drive the delivery of high-quality IT services to meet business needs and strategic goals.

- Project Management: Manage the full lifecycle of IT projects, from planning and conceptualization to execution. Ensure comprehensive documentation, clear project timelines, and adherence to budgets.

- Asset Management: Oversee the management of IT assets and inventories, ensuring accurate tracking and reporting.

- Service Management: Manage service level agreements (SLAs) to ensure timely and efficient responses to user requests and queries, ensuring high customer satisfaction.

- Training and Development: Design and conduct training sessions for end-users on IT systems, tools, and best practices to promote effective use of technology within the organization.

JOB RESPONSIBILITIES
- Bachelor's degree in Computer Science, Information Technology, Electronics Engineering, or a related field.
- Minimum of 5 years of experience in IT management or related fields, with at least 3 years of experience in project management.
- ITIL Certification or equivalent is highly preferred.
- Hands-on experience with Windows Server, Active Directory, routers, and network switches.
- Excellent analytical, problem-solving, and troubleshooting skills.
- Proven leadership abilities with strong decision-making capabilities.
- Deep understanding of business processes and how IT can optimize them.
- Self-starter with the ability to work independently and manage multiple priorities in a fast-paced, results-driven environment.

Apply online or feel free to contact me directly for more information about this opportunity. Due to the high volume of applicants, we regret to inform that only shortlisted candidates will be notified. Thank you for your understanding.

JAC Recruitment Pte. Ltd.
EA License Number: 90C3026
EA Personnel: R23113100
Zhang Wei

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会社説明