



【800～1000万円】JP Tire / IT Specialist

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Job Information

Recruiter

JAC Recruitment Co., Ltd.

Hiring Company

非公開

Job ID

1558517

Industry

Automobile and Parts

Company Type

International Company

Job Type

Permanent Full-time

Location

Tokyo - 23 Wards

Salary

8 million yen ~ 10 million yen

Work Hours

09:00 ~ 18:00

Holidays

【有給休暇】有給休暇は入社時から付与されます 入社7ヶ月目には最低10日以上 【休日】週休二日制 土 日 祝日 年末年始・特...

Refreshed

October 2nd, 2025 11:00

General Requirements

Career Level

Mid Career

Minimum English Level

Business Level

Minimum Japanese Level

Native

Minimum Education Level

Bachelor's Degree

Visa Status

Permission to work in Japan required

Job Description

【求人No NJB2304044】

Job description

You will have an exceptional opportunity to lead and manage the IT support team located in Shinagwa. We rely on IT systems to power the solutions that help employees. This individual will be responsible for understanding the local business

needs and translating them into effective IT strategies and solutions that support business processes and drive the company forward in the competitive market. We're seeking an experienced IT specialist who has the technological skills to make us even more efficient. This person will analyze current systems and assets recommend and implement solutions and upgrades and provide training. The ideal candidate has extensive knowledge of network maintenance experience as a IT specialits and advanced industry knowledge to keep us on the cutting edge. The IT specialist will have an immediate impact on the day to day efficiency of our operations and a long term impact on our overall growth. Responsible for the IT infrastructure; desktop laptop mobilephone server backup restore applications network security tools remote support via VPN and telephony support in Continental Tokyo office for Tire Replacement OE business and Testing Team located in Yokohama. The position is also to help to implement Continental Tire IT standards and security policies and provide support to global Tire business alT Projects Implementationapplications projects as required by Tire IT Competence Centers. This position reports to the local Market Manager.

IT Services

Provide PC support to Conti Tire Japan and support remotely work from home users. PC level hardware and software maintenance on Windows 10/ 11 printer fax cellphone application client emails.
Managed and maintain up to date IT asset. Especially buy / prepare new comer's PC on time.
Provide necessary IT training to business users as and when needed.
Proven track record in managing IT projects and aligning IT services with business goals.
Maintain/manage server room and propose anything needed.

IT Infrastructure Support

Constructing and implementing plans to ensure the company's network continues to operate smoothly in the event of a problem
Staying up to date with new network technology and reporting this information to the executive team each quarter
Working closely with other department Managers to assess the growth needs and maintenance of the company's network
Provide ongoing support to Windows Server LAN (local area network) WAN (wide area network) wireless network
telephony server room equipment file server backup restore UPS door accessing system.

CyberSecurity

Responsible to provide support and guideline in topics relating to cybersecurity.
Monitor track and report cybersecurity risks compliance status and cybersecurity controls.
Conduct and support cybersecurity operational tasks and activities
Raise awareness of cybersecurity topics policies within users community

IT Audits

Support technical cybersecurity audits tests and self assessments.
Support DS Audit to ensure the IT workplace policies and operations are comply with the IT Tires regulations.
Support OE Audits from Continental internal request as well as from external OE customers.

IT Vendor management

Work with IT service providers and local contractors to ensure appropriate service delivery from them

IT Projects Implementation

Assist Market manager and/or business users to implement IT projects.
Developing new network troubleshooting strategies to help reduce downtime and decrease maintenance costs
Creating rational strategies for upgrading the company's network software whenever a new update is available

Quality Management

Consolidate the yearly IT HW/SW expansion maintenance and replacement requirements
Cooperate with global IT to implement IT standards and Security policies
Assist to implement and follow global ITIL practice (eg via Conti ITSM tool BMC Helix Digital Workplace)
Assist in local documentation of standard IT processes and procedures

Required Skills

BS of Computer science or related majors and five or more years of experience in IT management
2 years experience in the project and operation support of Windows 11 server Microsoft Active Directory MS Exchange Cisco router switch HP and Dell server tape drive Veeam backup software Trellix antivirus solution data center administration UPS door accessing system Smart phone current equipments and technologies enterprise backup and recovery proceedures and systems perfromanev monitoring etc. Expertise in implementing configuring and testing IT solutions.
Knowledge in ITIL incident change problem release configuration management
Understand the project implementation skills. Strong customer service oriented. Strong analytical and problem solving skills with a strategic mindset.
Fluent verbal and written in Japanese and English communication skills
Effective communication and interpersonal skills

Company Description

ご紹介時にご案内いたします