



Desktop Support Team Lead

Hybrid | Global company | Permanent role

Job Information

Recruiter

[Hi-Tech Japan K.K.](#)

Hiring Company

Fast growing global IT consulting firm

Job ID

1559991

Industry

IT Consulting

Company Type

Large Company (more than 300 employees) - International Company

Job Type

Permanent Full-time

Location

Tokyo - 23 Wards

Salary

7.5 million yen ~ 8.5 million yen

Refreshed

December 24th, 2025 06:00

General Requirements

Minimum Experience Level

Over 6 years

Career Level

Mid Career

Minimum English Level

Business Level

Minimum Japanese Level

Fluent

Minimum Education Level

Bachelor's Degree

Visa Status

Permission to work in Japan required

Job Description

We are seeking a highly experienced **Desktop Support Team Lead** to manage and mentor an onsite support team. This role involves overseeing daily deskside operations, ensuring high-quality technical support across Windows, macOS, mobile devices, conferencing, and enterprise tools, while also driving strategic improvements in end-user computing services. The ideal candidate will bring over 7 years of deskside support experience, including 3+ years in leadership, strong technical expertise (Windows, macOS, MS Office, VLAN/DHCP/DNS, Active Directory, SCCM, JAMF), and proven success supporting executive stakeholders in Fortune 500 environments. Fluency in Japanese (JLPT N1) and advanced English proficiency are required.

Required Skills

- **Leadership & Team Management:** Mentoring, workload prioritization, ticket quality audits, executive-level support, continuous improvement.
- **End-User Support:** Windows & macOS platforms, laptops, desktops, mobile devices, printers, MS Office (Outlook, Excel, Teams, PowerPoint), VDI, remote access.
- **Incident & Problem Management:** ServiceNow expertise, root cause analysis, trending analysis, escalation handling, process optimization.
- **Knowledge Management:** Documentation, knowledge base creation, training, and onboarding programs.
- **Technical Tools & Systems:** Active Directory, SCCM, JAMF, ARS (Active Roles Administration Service), device lifecycle & asset management.
- **Networking:** Tier 2+ skills in VLANs, DHCP, DNS.
- **System Administration & AV:** End-user system administration, AV conferencing support, live meeting streaming.
- **Compliance & Security:** Adherence to security, confidentiality, and corporate IT policies.
- **Languages:** Japanese (Native/JLPT N1), English (High-Intermediate, TOEIC 650+).

Company Description