



PR/087021 | Bilingual IT Officer

Job Information

Recruiter

JAC Recruitment USA

Job ID

1565054

Industry

Bank, Trust Bank

Job Type

Permanent Full-time

Location

United States

Salary

Negotiable, based on experience

Refreshed

January 6th, 2026 06:00

General Requirements

Career Level

Mid Career

Minimum English Level

None

Minimum Japanese Level

None

Minimum Education Level

Associate Degree/Diploma

Visa Status

No permission to work in Japan required

Job Description

POSITION SUMMARY

Japanese financial institution is seeking Bilingual Japanese IT officer in their Midtown office.

RESPONSIBILITIES

- Under the supervision of the Team Leader:
- o Manage and participate in various IT-related projects.
- o Oversee all aspects of Windows PCs, Windows Servers, virtualization infrastructure, firewalls, and other network devices
- o Support digital solutions, troubleshoot issues, and implement effective solutions
- o Perform recovery operations for branch servers, networks, and firewalls, including weekends if emergencies arise
- o Maintain contingency plans for branch system and manage updates for the backup site
- Provide operations requested by end users and EUD Team Members
- Respond to technical assistance requests to resolve system operation issues
- Conduct regular tasks (daily status checks, patch implementations, and monthly reports)
- Manage and participate in maintenance work and tests scheduled on weekdays and weekends.

QUALIFICATIONS

- Bachelor's degree in Computer Science or equivalent education/experience in the computer science field.
- Extensive experience in local and wide area networks, including Cisco routers, switches, firewalls, and virtual infrastructure
- Proficient in bilingual (Japanese/English) in speaking, reading, and writing; strong analytical and problem-solving skills; documentation and reporting abilities.
- Minimum 5 years of hands-on experience in network and server administration, design, or implementation

SALARY

Exempt, \$70,000-\$115,000/year

BENEFITS

Medical, dental, vision, 401K, vacation, and PTO.

LOCATION

Midtown, NY *Hybrid work with remote and on-site

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Company Description