



## 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**

December 9th, 2025 08:00

### 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

#LI-JACUS #LI-US #countryUS

**Notice:** By submitting an application for this position, you acknowledge and consent to the disclosure of your personal information to the Privacy Policy and Terms and Conditions, for the purpose of recruitment and candidate evaluation.

Privacy Policy Link: <https://www.jac-recruitment.us/privacy-policy>

Terms and Conditions Link: <https://www.jac-recruitment.us/terms-of-use>

---

#### Company Description