



PR/096368 | Infrastructure Engineer, IT / Systems Administrator

Job Information

Recruiter

JAC Recruitment Singapore

Job ID

1568055

Industry

IT Consulting

Job Type

Permanent Full-time

Location

Singapore

Salary

Negotiable, based on experience

Refreshed

December 9th, 2025 10:33

General Requirements

Minimum Experience Level

Over 6 years

Career Level

Mid Career

Minimum English Level

Fluent

Minimum Japanese Level

Basic

Minimum Education Level

Associate Degree/Diploma

Visa Status

No permission to work in Japan required

Job Description

COMPANY OVERVIEW

Our client, a Japanese company in the IT services industry is hiring for an **Infrastructure Engineer / Systems Administrator** position. This role is

responsible for ensuring stable operation of internal systems and servers, supporting day-to-day IT operations, and maintaining compliance with security standards.

JOB RESPONSIBILITIES

- Build and configure **Windows Server systems** and manage **Windows client provisioning**.
- Operate and maintain **VMware** and infrastructure tools (backup, monitoring, antivirus).
- Administer **Microsoft 365** (SharePoint, OneDrive, Teams, Forms).
- Implement **network configurations** (ACL, firewall) and ensure system security compliance.
- Handle user queries, troubleshoot issues, and perform recovery actions.
- Maintain system documentation and create operation manuals.

JOB REQUIREMENTS

- Experience in **Windows Server deployment**, **VMware**, and infrastructure tools.
- Knowledge of **Microsoft 365**, **network security**, and scripting (PowerShell, Python).
- Understanding of **system engineering lifecycle** (Plan, Build, Run & Optimize).
- English proficiency; Japanese language skills preferred to working closely with Japanese stakeholders.

Apply online 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

#LI-JACSG

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

Company Description