



PR/095431 | IT Staff (Japanese speaking)

Job Information

Recruiter

JAC Recruitment Vietnam Co., Ltd

Job ID

1569015

Industry

Civil Engineering and Construction

Job Type

Permanent Full-time

Location

Vietnam

Salary

Negotiable, based on experience

Refreshed

January 13th, 2026 12:01

General Requirements

Minimum Experience Level

Over 3 years

Career Level

Mid Career

Minimum English Level

Basic

Minimum Japanese Level

Daily Conversation

Minimum Education Level

Associate Degree/Diploma

Visa Status

No permission to work in Japan required

Job Description

Company Overview

100% Japanese-invested company located in Ho Chi Minh City.

Responsibilities

- Manage company IT assets: computers, email, network, and software licenses.
- PC Management: Install, maintain inventory, and troubleshoot Windows PCs.
- License Management: Track, renew, and optimize software licenses (e.g., Microsoft 365).
- Network: Maintain LAN/Wi-Fi, ensure security, and follow Japan IT guidelines.
- Server/Cloud: Monitor file servers and cloud infrastructure (Azure), coordinate with vendors.

Requirements

- Bachelor's degree in IT.
- Japanese language proficiency equivalent to N3.
- 3 years of experience (preferably in IT infrastructure management).
- Strong teamwork and collaboration skills.

#LI-JACVN

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Company Description