



## PR/096368 | Infrastructure Engineer, IT / Systems Administrator

### Job Information

#### Recruiter

JAC Recruitment Singapore

#### Job ID

1570912

#### Industry

IT Consulting

#### Job Type

Permanent Full-time

#### Location

Singapore

#### Salary

Negotiable, based on experience

#### Refreshed

December 30th, 2025 12:24

### 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

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#### Company Description