PR/095822 | [HCMC] Operation Center Administrator

Job Information

Recruiter
JAC Recruitment Vietnam Co., Ltd

Job ID
1599143

Industry
IT Consulting

Job Type
Permanent Full-time

Location
Canada

Salary
Negotiable, based on experience

Refreshed
July 26th, 2026 17:00

General Requirements

Minimum Experience Level
Over 6 years

Career Level
Mid Career

Minimum English Level
Business Level

Minimum Japanese Level
None

Minimum Education Level
Associate Degree/Diploma

Visa Status
No permission to work in Japan required

Job Description

Company Overview

Our client is a leading Manufacturing company headquartered in Canada, seeking an experienced professional IT Operation Admin, working at HCMC office.

Job Description

- Monitor systems proactively and optimize event management for real-time visibility.
- Handle incidents and problems, lead RCA, and communicate updates to stakeholders.
- Define and refine alarm thresholds to reduce false positives.
- Oversee post-change activities and minimize operational risks.

- Ensure smooth operations through SOPs, reporting, and vendor coordination.

Requirements

- 7+ years in IT support (or 3+ years as system administrator) with strong IT operations expertise.
- Skilled in managing multi-site infrastructure and networks; hands-on experience in end-user and manufacturing environments.
- Excellent collaboration and communication skills; able to work across all organizational levels.
- Fluent in English for global interaction and stakeholder engagement.
- Available for rotating shifts to support 24/7 operations.

#LI-JACVN

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Company Description