



PR/160668 | IT ASST MANAGER / MANAGER (with an established manufacturing company)

## Job Information

### Recruiter

JAC Recruitment Malaysia

### Job ID

1599362

### Industry

Other (Manufacturing)

### Job Type

Permanent Full-time

### Location

Malaysia

### Salary

Negotiable, based on experience

### Refreshed

June 26th, 2026 11:14

## General Requirements

### Minimum Experience Level

Over 6 years

### Career Level

Mid Career

### Minimum English Level

Fluent

### 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 an established manufacturing company in Pasir Gudang, Johor. They are looking for a hands-on and experienced IT Manager / Assistant Manager to oversee and manage IT operations in a manufacturing environment. This role is responsible for ensuring reliable system performance, network stability, and data security while supporting business operations and driving IT improvements.

### Key Responsibilities

- Oversee overall IT operations, including infrastructure, systems, networking, and cybersecurity.

- Implement, maintain, and troubleshoot IT systems to ensure smooth and efficient operations.
- Provide end-user support while ensuring minimal system downtime and high system availability.
- Manage IT infrastructure including internet connectivity, network devices, and firewalls to ensure optimal performance.
- Perform system updates, backups, maintenance, and routine housekeeping activities.
- Set up desktops, laptops, and related IT equipment, and provide technical support to users.
- Liaise with vendors, suppliers, and distributors on IT-related procurement, system support, and service delivery.
- Monitor and track IT assets, including hardware movement and software license compliance.
- Support the implementation of IT projects and carry out IT-related administrative and reporting tasks.
- Maintain and support CCTV systems and door access control systems.
- Ensure compliance and support implementation of Food Safety Systems (e.g., HACCP, GMP, FSSC 22000, BRC, IFS, HALAL).
- Perform any other duties as assigned by management.

### Job Requirements

- Bachelor's Degree in Information Technology, Computer Science, or a related field.
- Minimum 5–8 years of relevant IT experience, preferably in a manufacturing environment.
- Strong knowledge of IT infrastructure, networking, cybersecurity, and system administration.
- Hands-on experience in troubleshooting hardware, software, and network issues.
- Familiarity with firewall management, backup systems, and IT security practices.
- Experience in vendor management and IT procurement processes.
- Knowledge of CCTV, access control systems, and basic facility-related IT systems is an advantage.
- Exposure to food safety system requirements (HACCP, GMP, etc.) is a plus.
- Strong problem-solving, analytical, and organizational skills.
- Able to work independently with strong sense of responsibility and urgency.
- Good communication skills and ability to support users at all levels.

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