EIRE
www.eiresystems.com

IT Infrastructure Project Manager

Projects: Office/DC fit-out, moves, etc.

募集職種

採用企業名
エイラシステム株式会社

支社・支店
EIRE Systems K.K. / エイラ　システム　株式会社

求人ID
1557819

部署名
Consulting Services - Project Management

業種
ITコンサルティング

会社の種類
中小企業 (従業員300名以下) - 外資系企業

外国人の割合
外国人 半数

雇用形態
正社員

勤務地
東京都 23区, 港区

最寄駅
都営三田線、　三田駅

給与
900万円 ~ 1200万円

更新日
2026年11月17日 08:00

応募必要条件

職務経験
3年以上

キャリアレベル
中途経験者レベル

英語レベル
ビジネス会話レベル

日本語レベル
日常会話レベル

最終学歴
大学卒： 学士号

現在のビザ
日本での就労許可が必要です

募集要項

Accelerate your career by working on high-profile IT infrastructure projects with global clients, gaining hands-on experience

and mentorship to grow into a full Project Manager role.

Join the EIRE Systems team of Technical Project Managers delivering project-based IT infrastructure solutions for multinational corporations in Japan.

As an **IT Infrastructure Project Manager,** you'll lead end-to-end delivery of complex physical IT infrastructure projects for our clients, including costing, planning and coordination of new fit-outs, relocations and restacks of technology and people, within new and existing buildings.

Key Responsibilities:

- Manage client IT project streams end-to-end, overseeing requirements definition and scope, budget, schedule, vendors, stakeholder meetings, and progress reporting to ensure successful delivery.
- Lead and coordinate IT infrastructure design decisions—including equipment spaces, IT-related construction works, cabling, network, and telecom systems—working with vendors, reviewing layouts, and preparing CAD drawings (supported by EIRE's in-house CAD team), to meet client standards.
- Manage the tender process by preparing and issuing RFPs, evaluating proposals, negotiating contracts, and recommending and appointing vendors with client approval.
- Coordinate procurement, installation, testing, and commissioning of IT infrastructure and peripherals—including structured cabling, equipment racks, networks, servers, PBX/telephony, AV, physical access/security systems, and office equipment—ensuring compliance with client requirements.
- Oversee client IT systems relocation, including strategy, vendor coordination, cable patching, service migration, reconnection, and full testing to ensure smooth operation.
- Manage project closeout, including defect resolution, completion certificates, documentation, training, post-relocation support, and client sign-off.

Language Skills (Required):

- English: Fluent/Professional level proficiency
- Japanese: Upper-intermediate level proficiency or higher – for effective coordination of local service providers.

Qualifications:

- Proven experience in IT Infrastructure Project Management, ideally in office relocation or build-out projects.
- Technical background and ideally hands-on experience and knowledge of IT infrastructure: structured cabling, networks, servers, voice systems, AV, and physical security systems.
- Excellent stakeholder and vendor management skills.
- Familiarity with CAD drawings and technical design coordination a plus.
- PMP/Prince2 or similar certification desirable but not required.

※ Applicants MUST be a resident of Japan and be available to work full-time in Tokyo.

スキル・資格

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会社説明