



## Desktop Support Lead

### 募集職種

人材紹介会社

株式会社 JAC International

採用企業名

Global IT Service Provider

求人ID

1560087

業種

Sler・システムインテグレーター

会社の種類

大手企業 (300名を超える従業員数) - 外資系企業

雇用形態

正社員

勤務地

東京都 23区

給与

600万円 ~ 1100万円

更新日

2026年02月18日 04:00

### 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

流暢

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

**Location:** 100% onsite at client office in Tokyo

**Language Requirements:**

- **Japanese:** Fluent/Advanced (Native level or JLPT N1)
- **English:** High Intermediate or above (TOEIC 650+ preferred)

### Key Responsibilities

- Lead and manage a Deskside Support team to ensure timely and effective resolution of technical issues.
- Mentor team members and foster a culture of service excellence and continuous improvement.
- Allocate resources efficiently and manage team workload and priorities.
- Oversee support for end-user computing devices and software (Windows, macOS, mobile devices, printers, MS

Office, remote access, video conferencing, VDI).

- Provide hands-on technical guidance and recommend solutions for complex issues.
- Support hardware lifecycle activities including provisioning, monitoring, re-imaging, and retirement.
- Conduct random audits on ticket quality and provide feedback to team members.
- Ensure adherence to company policies, safety regulations, and cleanliness standards.
- Maintain compliance with security and confidentiality protocols.
- Track and monitor incidents using ITSM tools (e.g., ServiceNow).
- Perform root cause analysis and trend identification for recurring issues.
- Drive continuous improvement in support processes and documentation standards.
- Create and maintain knowledge base articles.
- Develop onboarding and training programs including mentorship and job shadowing.
- Guide the team in using tools such as Active Directory, SCCM, JAMF, and ARS.
- Lead system administration efforts and support AV conferencing and live streaming technologies.
- Communicate technical concepts clearly to executives and stakeholders.
- Address escalations and ensure resolution of executive-level issues.
- Ensure team is prepared to perform physical tasks such as device moves and box handling.

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## スキル・資格

- Bachelor's degree in Computer Science or a related field (or equivalent experience with +2 additional years in IT support).
- Leadership training or certifications are a strong advantage.
- Minimum of 7 years of experience in Deskside Support, with at least 3 years in a leadership or team lead role.
- Strong expertise in supporting both macOS and Windows platforms.
- Proficient in Microsoft Office applications, especially Outlook.
- Solid Tier 2+ networking knowledge, including VLANs, DHCP, and DNS.
- Experience managing support operations in a large, global enterprise environment.
- Proven track record of delivering high-quality technical support to executive-level stakeholders.

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## 会社説明