



PR/095932 | Operation & Maintenance Manager

募集職種

人材紹介会社

ジェイ エイ シー リクルートメント シンガポール

求人ID

1560740

業種

ITコンサルティング

雇用形態

正社員

勤務地

シンガポール

給与

経験考慮の上、応相談

更新日

2025年10月07日 10:24

応募必要条件

キャリアレベル

中途経験者レベル

英語レベル

無し

日本語レベル

無し

最終学歴

短大卒：準学士号

現在のビザ

日本での就労許可は必要ありません

募集要項

Company Overview

Our client is hiring for a System Operations and Maintenance Engineer position. This role offers the opportunity to work in a dynamic environment supporting internal systems and development servers for a major client from banking industry. The position also involves close coordination with the client's headquarters in Japan, making it ideal for candidates with bilingual capabilities and a passion for cross-border collaboration.

Job Description

- Ensure stable operation of internal systems and development servers.
- Coordinate with vendors for hardware and software maintenance contracts and renewals.
- Act as a liaison between the client's headquarters in Japan and the Singapore branch, sharing requests and submitting applications such as account creation and firewall settings.
- Analyze functional requirements and implement system changes in line with established guidelines.
- Respond to user queries and system issues, taking recovery actions and proposing improvements.

- Maintain accurate and up-to-date system documentation, including runbooks, inventory lists, and parameter sheets.
- Develop operation and maintenance procedure manuals for knowledge transfer and ensure documentation is current.

Qualifications

- Bachelor's degree in Information Technology, Computer Science, or equivalent.
- Experience in building Windows server systems from setup to handover.
- Proficiency in VMware (vCenter, ESXi) operations and infrastructure tools (Backup, Monitoring, Anti-Virus, Job Management).
- Familiarity with Microsoft 365 tools (Forms, SharePoint, OneDrive, Teams, Office).
- Understanding of network configuration (ACL, Firewall).
- Basic programming skills in PowerShell, Shell Script, VBS/VBA, or Python.
- Knowledge of ITIL practices.
- Proficiency in English and Japanese to aligning closely with HQ in Japan.
- Preferred: Experience with Linux/Unix servers, cloud services (AWS, Azure, GCP), databases (Oracle, SQL Server), Power Apps development, IT service management.

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

Notice: By submitting an application for this position, you acknowledge and consent to the disclosure of your personal information to the Privacy Policy and Terms and Conditions, for the purpose of recruitment and candidate evaluation.

Privacy Policy Link: <https://www.jac-recruitment.sg/privacy-policy>
Terms and Conditions Link: <https://www.jac-recruitment.sg/terms-of-use>

会社説明