



Data Center Facility Coordinator

Data Centers, Domestic Travel, Projects

募集職種

採用企業名

エイラシステム株式会社

求人ID

1562644

業種

ITコンサルティング

雇用形態

契約

勤務地

東京都 23区, 港区

給与

経験考慮の上、応相談

更新日

2026年01月21日 00:00

応募必要条件

職務経験

1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

ビジネス会話レベル

最終学歴

短大卒：準学士号

現在のビザ

日本での就労許可が必要です

募集要項

EIRE Systems is seeking a **bilingual Data Center Facility Coordinator** to support the management and operations of our client's data center facilities across multiple sites in Tokyo. This position plays a key role in ensuring optimal performance, reliability, and scalability of data center infrastructure through hands-on coordination with service providers, contractors, and internal stakeholders.

Primary Roles & Responsibilities

- Manage data center service contracts and vendor relationships (DC service providers, telco installers, DCIM suppliers, etc.)
- Maintain electrical design documentation and structured cabling plans for all contracted machine rooms
- Oversee cost management of data centers, including invoice handling and executive-level reporting
- Coordinate change management for data center facilities (mechanical, electrical, and telecommunication systems)
- Manage capacity planning—particularly power and cooling—in collaboration with service providers
- Support physical security and access control processes (mainly reporting and compliance)
- Serve as a project coordinator/account manager, managing facility-related projects and initiatives

スキル・資格

Requirements

- **Native-level Japanese** and strong **English writing** skills (for document translation and communication)
- Strong experience in data center operations (beyond rack-level support; exposure to facility-level systems)
- Proven involvement in ICT infrastructure projects such as new data center builds, migrations, or expansions
- Basic understanding of telecommunication and enterprise network infrastructure
- Training or hands-on experience in structured cabling (Panduit, Siemon, Commscope, etc.) is a big plus
- Certification or formal education in electrical engineering is highly advantageous

Preferred Qualifications

- CDFOM or equivalent certification in data center facility operations
- RCDD or other BICSI certifications related to data center infrastructure
- Electrical engineering certification or coursework
- Familiarity with ITIL-based change management processes
- Structured cabling training certifications (Panduit, Siemon, Commscope, etc.)

会社説明