



## HOT Job-Service delivery manager (IT support)

### Work at a Global IT Consulting Company

#### 募集職種

#### 採用企業名

株式会社バイオス

#### 求人ID

1568954

#### 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

#### 給与

経験考慮の上、応相談

#### 更新日

2026年01月13日 09:00

#### 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

高等学校卒

#### 現在のビザ

日本での就労許可が必要です

#### 募集要項

##### Place:

Akasaka, Minato-ku, Tokyo  
Minatomirai, Nishi-ku, Yokohama, Kanagawa

Mita, Minato-ku, Tokyo

##### Job description

This position will primarily manage all user support services provided by Bios for a foreign-affiliated client, conduct business communications with clients, and guide them toward resolving issues and achieving future growth

##### Responsibilities include but are not limited to the following:

- Manage business as usual (BAU) operations

- Fulfill IT support service needs and achieve goals and expected deliverables in accordance with customer policies, procedures, and processes.
- Identify improvement opportunities, resolve issues, resolve conflicts and critical paths, and ensure consistent SLA results.
- Build and maintain positive working relationships with customers and other stakeholders.

Build and maintain an inclusive and engaged team culture.

- Report and review service performance to customers.

**Work Hours:**

Mon ~ Fri 9:00 to 18:00

One hour's lunch break each day

**スキル・資格**

**Required Skills**

Technical Skills

- L2 On-site and remote support troubleshooting experience
- 3+ years troubleshooting PC hardware/Software (Windows workstation 10, Office, Basic Back-office software) and Winintel network (Active directory user and PC accounts, GPO, MS Exchange and/or Office 365)
- 3+ years' experience working for IT service company or servicing as IT Support for 50+ users company.
- Good knowledge of network infrastructure, protocols and services.

Management skills

- 2+ years of experience managing a department or team of 10 or more people
- Client negotiation experience (contracts, service quality, cost, etc.)
- Experience in numerical analysis, report creation (monthly and weekly), and proposal writing
- Team development experience
- Human Resource Development

**Requires Languages:**

Japanese: Fluent (JLPT1) ~ Native

English: Business level

**Work Hours:**

Mon ~ Fri

9:00 to 18:00 , or any other hours suggested by BiOS

One hour's lunch break each day

**会社説明**