



PR/096655 | Internal IT support

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

1579684

業種

物流・倉庫

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

2026年03月10日 09:01

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

流暢

日本語レベル

基礎会話レベル

最終学歴

短大卒：準学士号

現在のビザ

日本での就労許可は必要ありません

募集要項

COMPANY OVERVIEW

Our client a start-up Japanese shipping company is seeking an IT Support Specialist to provide technical assistance to internal users across the organization.

They are in search of an Internal IT Support (Vessel)

JOB RESPONSIBILITIES

- Provide first-level technical support to internal employees via phone, email, chat, or in person.
- Troubleshoot hardware, software, network, and system issues on Windows and Mac platforms.
- Support office IT infrastructure including printers, conferencing systems, and network connectivity.
- Manage user accounts, permissions, and access rights in Active Directory and other systems.
- Install, configure, and maintain company-approved software and hardware.
- Document issues and resolutions in the ticketing system (e.g., ServiceNow, Jira).
- Liaise with global IT teams to escalate and resolve complex issues.
- Assist in onboarding/offboarding processes including device setup and account provisioning.

JOB REQUIREMENTS

- Min 2 years of experience in IT support or helpdesk roles.
- Strong knowledge of Windows, macOS, Microsoft Office, and common enterprise applications. Familiarity with Active Directory, Office 365, VPNs, and remote desktop tools.
- Excellent problem-solving and communication skills.
- Ability to work independently and manage multiple tasks.

Working Location: Singapore

Jaspreet Kaur Sran (R22109724)
JAC Recruitment Pte. Ltd. (90C3026)

#LI-JACSG

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会社説明