



PTS Japan - Bridge People and World -

## On-Site IT Support Specialist | Global Company

Global environment with IT support &amp; pro

## 募集職種

## 採用企業名

株式会社ピーティーエス・ジャパン

## 支社・支店

Global Logistics Company (Confidential)

## 求人ID

1589864

## 業種

Sler・システムインテグレーター

## 会社の種類

中小企業 (従業員300名以下)

## 外国人の割合

外国人 半数

## 雇用形態

正社員

## 勤務地

東京都 23区, 江東区

## 最寄駅

りんかい線、 国際展示場駅

## 給与

600万円 ~ 900万円

## 勤務時間

Monday to Friday | 9:00 - 18:00 (Regular business hours)

## 休日・休暇

Weekends, national holidays, paid leave, annual holidays

## 更新日

2026年06月08日 01:00

## 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 (英語使用比率: 50%程度)

## 日本語レベル

ビジネス会話レベル

## 最終学歴

専門学校卒

## 現在のビザ

日本での就労許可が必要です

## 募集要項

On-Site IT Support Specialist (Contract) | Global Logistics Company | Project Management Experience Preferred

### Position Summary

We are currently seeking an experienced **On-Site IT Support Specialist** to be assigned to Global Logistics Company.

This role is ideal for candidates with strong hands-on IT support experience who can also contribute to IT projects, infrastructure improvements, and stakeholder coordination within a fast-paced operational environment.

You will provide technical support to business users while helping drive system upgrades, operational improvements, and project execution.

### Employment Type

Contract

### Location

On-site at Global Logistics Company (Tokyo area)

### Key Responsibilities

#### IT Support / Helpdesk

- Provide on-site and remote IT support to end users and operations staff
- Troubleshoot hardware, software, printer, and network issues
- Install, configure, and maintain PCs, devices, and business applications
- Coordinate with vendors when required

#### Infrastructure Support

- Support office networks, hardware devices, and enterprise systems
- Assist with upgrades, deployments, and configuration changes
- Maintain documentation and operational reports
- Ensure system stability and compliance standards

#### IT Project Management

- Lead or support internal IT projects and rollout activities
- Manage schedules, timelines, and status updates
- Coordinate with internal stakeholders and external vendors
- Support process improvement initiatives

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## スキル・資格

### Required Skills / Experience

- Several years of hands-on IT support / desktop support experience
- Strong troubleshooting skills (hardware / software / network)
- Proven experience working on-site in a user-facing IT support role
- Several years of IT project coordination or project management experience
- Business-level Japanese

### Preferred Skills

- Business-level English

- Experience in logistics, warehouse, airport, or operations environments
- Experience in multinational / global companies
- Certifications such as PMP, ITIL, CompTIA, Microsoft, etc.

#### Ideal Candidate

- Hands-on and proactive problem solver
- Strong communication and stakeholder management skills
- Able to work independently in a dynamic environment
- Comfortable balancing support tasks and project responsibilities

#### Why Join This Role?

- Opportunity to work on-site with a global leader, Global Logistics Company
- Mix of hands-on support and project management responsibilities
- International working environment
- Stable long-term contract opportunity

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#### 会社説明