



## CR/097580 | IT Desktop Support Engineer

## 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

1609799

## 業種

ITコンサルティング

## 雇用形態

契約

## 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09月01日 10:24

## 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

流暢

## 日本語レベル

日常会話レベル

## 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 is a global technology-focused organization specializing in infrastructure management and IT workforce solutions.

This is a 12-month agency contract role (extendable/renewable)

## JOB RESPONSIBILITIES

- Provide end-user support for Microsoft 365
- Handle incidents and service requests, perform initial troubleshooting and escalation
- Manage user accounts, permissions, and configuration changes
- Perform operational tasks for M365 using PowerShell (e.g., administration, verification, routine tasks automation)

- Create and manage tickets, document troubleshooting steps and resolutions using ITSM tools
- Coordinate with internal teams and vendors for issue resolution and follow-ups
- Maintain knowledge articles, SOPs, and FAQs

#### JOB REQUIREMENTS

- Atleast 1-year relevant experience
- Experience in IT Helpdesk / Service Desk support
- Solid understanding of Microsoft 365 fundamentals and support operations
- Japanese language proficiency (written and spoken) to communicate effectively with Japanese speaking stakeholders
- Coordinate with stakeholders/users
- PowerShell scripting/administration experience
- Experience with ITSM tools such as ServiceNow, Zendesk, Dynamics 365, etc.
- Hands-on experience with Exchange Online, Teams, SharePoint, OneDrive, Entra ID (Azure AD), etc.
- Experience supporting global users

Interested candidates who wish to apply for the above positions, please click "Apply now".

We regret that only shortlisted candidates will be notified.

Working Location: Singapore

Bhadoria Shilpalekha Vikas (R1876178)

JAC Recruitment Pte. Ltd. (90C3026)

#LI-JACSG

#countrysingapore

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会社説明