



IT Operation Assistant (01 position)

Closing Date: 26th March 2019 | Apply to sok.socheat@sathapana.com.kh

Location

- Head Office (01)

Job Description

We are looking for an Assistant of IT Operation who will perform professionally on Information Technology work service assistance in the areas of technical supports, monitor operating system, applications, trainings, and establish a direct relationship with end users along with conducting core support of Information Technology services.

Responsibilities

- Manage Application, OS and antivirus to ensure the secure computer hardware and software
- Execute both software and hardware installation, infrastructure installation and network configuration to assure the programs run smoothly for branch users
- Provides technical support to all branch operation users to insure the service level agreement is highly satisfied
- Deliver trainings and refreshments related to information technology updates and changes along with core support analysis of Information Technology services to branch operation users
- Develop and maintain good interpersonal relationship with both internal and external stakeholders
- Participates actively with team work and attend meetings, workshops and other events assigned by line manager

Qualifications

- Bachelor of Computer Science, Information Technology, and or other related fields
- At least a basic experience in a considerable fixing software and hardware problems
- Good at communication, facilitation, and interpersonal skills
- Be self-motivated, patient, and able to work under pressure
- Be able to work on rotation shift

How to apply

- Interested candidates are encouraged to send an updated CV to job@sathapana.com.kh or sok.socheat@sathapana.com.kh
- For more information, please contact us via 096 418 2222/ 096 958 7777/ 096 258 0666 or go to www.sathapana.com