

Desktop Support (1-year Contract)

Job Description:

- Installation, configuration, and maintaining high level performance and usability of workstations, peripheral equipment and Windows desktop software
- Ensure workstations interconnect seamlessly with diverse systems including Trading systems, application servers, file servers, email servers, and computer administrative systems
- Performing hardware adds moves and changes on the workstation
- Ensure that PC's are always functioning well within their capacity and always kept up to date with the latest hardware to ensure maximum performance
- Upkeep of all office IT equipment and ensuring IT store room is always well organized, clean and stocked
- Basic understanding on network

Requirements:

- 1 year experience as a Technical Support / Helpdesk or related area
- Knowledge in computer hardware and software, including Windows Desktop, Active Directory, Windows Servers, MS OFFICE and E-mail platforms
- Proactive and positive attitude
- Initiative and strong willingness to learn new technology are highly sought after attributes
- Must be a team player, proactive, and committed to working in a quality environment
- Must be willing and able to work in a multicultural environment
- Service oriented, inter-personal and analytical skills
- Self-motivated and willing to work on extended hours during non-office hour when required

Interested candidates please send your full resume with current and expected salary in MS Word format at career@vp.com.hk. Personal data will be used for recruitment purpose only. Only shortlisted candidates will be notified.