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## IT Support Engineer

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### **Job Responsibilities:**

- Provide helpdesk / deskside support on PC and system functions for end users
- Provide hardware and software maintenance or remote support to solve the IT related problems
- Provide network support and server monitoring
- Assist in managing hardware & software inventory items and maintain up-to-dated inventory records
- Maintain and answer enquiries on network and common OA systems

### **Requirements:**

- Diploma holder in Computer Science or related disciplines
- At least 2 - 3 years IT support experience
- Knowledge of Microsoft Windows, Office and Email (Outlook / Lotus Notes)
- Hands on experience in PC problem diagnosis and end users support
- Experience in Windows Server 2003 /2008/ 2012 support
- Knowledge of LAN / WAN and TCP / IP maintenance
- Good in Confidential Mail Setup(CMS) will be an advantage
- Good analytical and problem solving skills
- Goodteam player, self-motivated, communication skills and hard-working
- Possess of MCP or above or CCNA will be an advantage
- Good command of spoken and written English and Chinese

Location : Kowloon / N.T.