

Stellenanzeige / Job Announcement

Position:	The Deutsche Schule Tokyo Yokohama is looking for a Head of IT
Application Deadline:	April 15th, 2021
Start Date:	May 2021
Description:	The Deutsche Schule Tokyo Yokohama (DSTY) is seeking applicants for the position as Head of IT. The successful candidate will be responsible to provide adequate and efficient IT services to all faculty members and administration staff of DSTY. He/she will manage all IT infrastructure and network systems structure at DSTY and is supported by the IT systems engineer.
Requirements:	<ul style="list-style-type: none"> • Resident in Japan (school supports work visa application if necessary) • University or technical qualification in a field or fields related to the skills and tasks. • Five or more years working in a technical position as described in the skills and tasks.
Skills required:	<ul style="list-style-type: none"> • Spoken English to near native level • Strong and proven IT skills • FileMaker DB programming • HTML/PHP/Javascript/Drupal/CSS skills • Windows/Windows Server administration • Linux (Ubuntu) server administration skills • User help with Windows / Mac OS X and related software • Strong troubleshooting skills • Good communication skills • Planning and controlling of IT budget
Skills desired:	<ul style="list-style-type: none"> • Good knowledge of German and/or spoken Japanese • Centralised software deployment and maintenance • Documenting systems and processes
Benefits:	<ul style="list-style-type: none"> • Interesting and international work environment with modern facilities • Working with a dedicated and open minded Administration team • Adequate remuneration
Tasks:	<ul style="list-style-type: none"> • Database maintenance / programming • Web server maintenance / programming • Help Desk • Printer maintenance / repair • PC maintenance / repair (Windows, Mac, iPad) • Server maintenance / repair (Windows, Linux, Mac) • Software / systems research • Cable maintenance • Switch, VLAN, WiLAN maintenance

Application Procedure:

Applicants must submit their resume and cover letter in English to:
verwaltungslitung@dsty.ac.jp

Size of email must be no larger than 4.5 MB. Only the following file types will be accepted as attachments (pdf, doc, docx, xls, xlsx, ppt, pptx, jpg, png).