Assistant Information Technology Manager (several posts) (Ref. 090216-01)

Qualifications

Applicants should have:

(a) a recognised degree in Information Technology, Computing Studies or a related discipline;
(b) not less than five years’ post-qualification solid and relevant experience, preferably at supervisory level; and
(c) good communication and negotiation skills;

Duties

Applicants should have experience in leading teams to provide services in at least one of the following areas:

A) Project Management
   - Work with vendors to meet schedules and monitor projects’ progress;
   - Develop and maintain campus e-learning system and other information management systems; and
   - Liaise with users and other applications’ service providers for project activities.
   Preference will be given to those with experience in large-scale Application Development projects; proficiency in Java, .NET, XML, RDBMS, MVC framework and source control tool.

B) Network and Infrastructure Management
   - Monitor campus network, data centre, security infrastructure design and VoIP system;
   - Conduct network security assessment, audit services, application security review; and
   - Design and manage disaster recovery projects and plan for network facilities and infrastructure.
   Preference will be given to those with experience in managing large-scale network and infrastructure; and excellent knowledge of LAN/WAN, TCP/IP, H3C, Jupiter, Cisco network devices.

C) System Administration
   - Monitor system servers, provide user support to end-users;
   - Manage student computer centres, IT laboratories and all IT facilities; and
   - Design, organize and deliver IT training courses to all level of users.
   Preference will be given to those with strong experience in Microsoft Network, Linux Network, Microsoft Exchange Server, Directory Server, SharePoint Server, Altiris Server and RedHat Linux Cluster.

D) Information Management
   - Conduct Hardware and Software Asset Management;
- Develop and maintain document management, knowledge management system; and
- Prepare IT documents including proposals, tender specifications and rules/policies.
Preference will be given to those with relevant experience in large-size organizations; strong experience in SAM, statistical packages and strong technical writing skills.

**Remarks**

Appointees will be required to work on shift duties in evenings, weekends and on public holidays. They may also be required to perform overnight shift duties and take up assignments outside Hong Kong occasionally.

**Remuneration**

Salary offered will be commensurate with qualifications and experience. Applicants should state their current and expected salary in the application.

February 2009