

IT Support Specialist

毕马威中国 KPMG China

民营企业 | 10000 人以上 | 专业服务(咨询、人力资源、财会)

毕马威简介

毕马威在中国十七个城市设有办事机构，合伙人及员工约 12,000 名，分布在北京、北京中关村、成都、重庆、佛山、福州、广州、杭州、南京、青岛、上海、沈阳、深圳、天津、武汉、厦门、香港特别行政区和澳门特别行政区。

毕马威是一个由专业服务成员所组成的全球网络。成员所遍布全球 154 个国家和地区，拥有专业人员 200,000 名，提供审计、税务和咨询等专业服务。

职位信息

Overview

The IT Services Department provides a total IT service delivery mechanism to the business. The group exists to ensure that all business areas receive appropriate IT services which in turn facilitates delivery of professional service to clients. The IT Department is organized so that we can deliver high quality end-to-end service and provide real career and technical development opportunities for all IT Services staff.

Responsibilities

- ? Providing a support function, responding quickly to faults reported and collaborating with other IT Services members to find effective solutions.
- ? Responsible for service request type calls, answering queries concerning usage of standard applications and IT services and IT security policy.
- ? Assisting in new system or application implementations
- ? Configure new PCs and IP Telephony, Mobile facilities and Video & Audio Visual facilities.
- ? Perform daily IT operations

Experience

- ? Diploma holder or above in IT or other related disciplines.

? Three years' experience in IT support or related fields. Fresh graduates are also welcome.

? An in-depth knowledge of PC windows environment, standard Microsoft applications (e.g. MS Excel, PowerPoint, Outlook, Internet Explorer) and Adobe Acrobat.

? Proven collaborative team working.

? Initiative with the ability to work under pressure to meet urgent deadlines.

? Excellent communication and interpersonal skills.

? A good command of English.

上班地址：北京市东城区东长安街1号东方广场东2座办公楼9层

求职联系方式

TM 毕业学员请直接发简历到 careers@tm.nsw.edu.au