Job Vacancies

1. Information Technology Officer (Caritas Hong Kong - Services for the Elderly)

Job Duties:
*   Assist in managing IT systems and services on Windows / Linux / NAS / Virtualization platforms;
*   Administer the network on existing infrastructure;
*   Manage security of internal and external networks;
*   Design and manage system storage, backup, and recovery operations;
*   Perform IT operations support including IT facility administration, installation, and configuration of unit and network devices;
*   Develop and maintain in-house applications;
*   Assist in the procurement process of IT items, including sourcing, document preparation, goods receiving, and UAT;
*   Provide IT support and training material to all staff;
*   Maintain documentation of all IT and related operations.

Job Requirements:
*   A recognized Bachelor's or higher qualification in computer science, information technology, or related disciplines;
*   At least 3-year working experience in IT infrastructure;
*   Experience in supporting and administering Firewall, NAS, Linux, Window Server;
*   Solid hands-on experience in IT systems, hardware, software management, and user support;
*   Good knowledge of enterprise Ethernet, VLANs, VPN, QoS, routing, switching and IP addressing;
*   Possess knowledge and experiences in HTML5, CSS3, PHP, JavaScript;
*   Cisco and Microsoft Certified holders are a plus;
*   Able to cooperate with non-IT staff and travelling among units is required.

    Starting salary will be commensurate with working experience within the range of $34,060 to $60,065. Application letter and full resume should be emailed to seftho.recruit@caritassws.org.hk , or by post to Simon Ho, 10 to 16 G/F., Wing Tung House, Tung Tau Estate, Wong Tai Sin, by *10 May 2024*.