

***ALKEM is Now Recruiting.....***



## **- Technology Support Officer-**

**Alkem, a leading publisher, educational books, training kits, e-learning and educational materials distributor is now looking for a Technology Support Officer**

**We are looking for a dynamic and self motivated adult to fulfill the following responsibilities:**

- Development/implementation of website and digital products
- Designs, codes, and tests technical solutions
- Explore areas to improve overall web and product usability
- Manage in-house AS400 servers on a daily basis
- Troubleshoot network and hard/soft ware issues
- Provide customer support on our digital products via phone and internet

**For the above, you should have:**

- Presentable, Outgoing & Positive Attitude
- Well versed in written and spoken English Language
- Sociable with strong interpersonal and communication
- Foreigners welcome
- Min Diploma or Degree in IT related courses (ie Computer Science, IT Engineering, Computer Engineering, Information Systems)
- Proficient in PHP, .Net, mySQL and CMS management.
- Proficient in Internet Applications and Networking
- Preferred skill(s): Web server configuration, hardware/software troubleshooting, Network Management
- The incumbent must be an independent worker, being able to source for solutions to resolve IT-related issues.
- Helpful personnel who is willing to assist in other areas of work when required.
- Applicants must be willing to work in West Coast area [Transport pick up at Jurong East Mrt].

This is a 1 year contract position with the option to extend on a yearly basis

**To join our dynamic company, please email your resume and expected pay to [IT@alkem.com.sg](mailto:IT@alkem.com.sg)**