



## IT Support Executive

- **Vacancy for:** 1
- **Posted on:** July 1, 2017
- **Deadline:** May 18, 2017, midnight

### Basic Job Information

Job Category : IT & Telecommunication  
Job Level : mid  
Job Location : Kathmandu  
Offered Salary : None

---

### Job Specification

Education Level : Higher Secondary (+2/A Levels/Ib)  
Experience Required : Not Required

### Other Specification

- Should have the ability to think logically and problem-solving skills
  - Should have the ability to set up and configure hardware
  - Should have experience in networking, routing, and switching
  - Should have excellent knowledge of best practices around management, control, and monitoring of infrastructure
  - Should have the ability to prioritize workload and work independently
  - Should be proficient in computer skills (Email, Internet, MS Word, MS Excel, MS PowerPoint etc.)
  - Should be able to work on deadlines and work in a Team
- 

### Job Description

- Installing and configuring computer hardware operating systems and applications
- Monitoring and maintaining computer systems and networks in timely basis
- Troubleshooting system and network problems, diagnosing and solving hardware or software problems
- Testing and evaluating new technology, resolving problems reported by end user
- Establishing network by evaluating network performance issues including availability, utilization, through put, good put, and latency, planning and executing the selection, installation, configuration, and testing of equipment, defining network policies and procedures, establishing connections, firewalls and specifying system requirements and design solutions
- Research and make recommendations on server system administration to the concerned personnel
- Managing the overall technology infrastructure including planning, implementation, and management of the software applications and hardware infrastructure that support operations.
- Responsible for managing or contributing to various IT projects including coordination and planning the related IT infrastructure, assessment of applications and technology, formulating and presenting solution options to various levels of management
- Timely reports of all job performed and perform other task assigned by concerned authority

Salary, Benefits and more:

- Gross salary of NRs. 20 K plus attractive incentives
  - In addition to gross salary, benefits such as medical insurance, accidental insurance, subsidies lunch, festival bonus. Other benefits such as provident fund, leave facility, gratuity after the confirmation of employment
  - Dynamic and challenging working environment for better learning and career growth opportunity
  - Good working culture and environment
-

## Applying Procedure

Apply Link : <https://merojob.com/it-support-executive/>

Generated By

