

IT Systems Manager – Hong Kong

- **Development opportunity**
- **Based in Hong Kong**

- **Annual Package: Cash Compensation Negotiable + Performance Bonus + Benefits**

ERLMS Limited is a professional management consulting firm specialising in providing Organisational & Human Resource Management Consulting, IT System Development & Solution and Executive Search services to companies worldwide.

Our client, a privately owned Hong Kong Company, is seeking an IT Systems Manager to be responsible for defining system and programme requirements, designing IT systems and supporting the IT department in the development and planning phase of complex computer programming systems and applications for the company.

Reporting to the IT Director, your primary role includes:

- Assist IT Director to manage and ensure that all IT systems within the company are efficiently run and act as the co-ordinator and advisor to management staff on all IT operational and systems issues.
- Analyse functional specifications of complex computer applications or computer programmes to develop detailed specifications and general flow charts to meet different business functional needs.
- Conduct feasibility studies and analyse problems for the development of data processing applications.
- Determine optimal design, development requirements, testing plans and other related specifications.
- Ensure internal interfaces of systems and programmes within the company.
- Ensure all systems implementation plans are carried out smoothly and within assigned timeframes.
- Follow up and re-evaluate installed processes and procedures to assure proper application of systems.
- Recommend and develop appropriate system application processes and programmes to end users.
- Train and provide guidance to end users with regard to system applications and usage.
- Document all IT systems and application processes.
- Provide guidance to internal staff to ensure smooth running of the IT systems.
- Manage and carry out ad hoc IT projects and oversee and monitor IT project schedules to ensure they meet established priorities and deadlines.
- Participate in coding and testing work when required.
- Recommend and develop project methodologies and to ensure project standards are enforced.
- Ensure all technical review processes, technical standards and strategic directions are adhered to the agreed standards.
- Review and analyse system deficiencies and implement effective solutions.
- Ensure all technical specifications, project requirements and scopes and change management issues are designed and developed according to systems and business requirements.
- Recommend and keep awareness of new and emerging technologies and techniques.
- Recommend and develop appropriate controls of hardware and software to ensure system's stability, security and reliability.
- Review and manage all potential security problems that are not adequately addressed and recommend and develop control mechanisms to ensure effective security control.
- Provide technical direction to the application team and plan own and subordinates' work.
- Hire, lead, train and motivate subordinates to achieve desired results to ensure optimisation of IT systems and IT resources.
- Work with vendors, outsourcing companies and external third parties as and when required.

KEY SKILL AND ATTRIBUTE REQUIREMENTS

- An organised team player with strong analytical and computing skills
- Strong IT system management experience; both hardware and software
- Strong working knowledge of computer hardware, protocol, interfaces, network and infrastructure architecture
- Good interpersonal, communication and relationship management skills
- Comfortable at dealing with people of all levels and nationalities, both internal clients and external providers
- Excellent written and spoken English and Chinese

WORK EXPERIENCE AND QUALIFICATION:

- Degree in Computer Science or related discipline
- 10+ years of experience with a minimum of 5 years relevant system design and management experience
- Experience working in multinational working environments

The Hiring Company would like to have someone on board as soon as possible. Interested candidates, please send in your application immediately.

To apply, please email your detailed resume with a covering letter explaining your suitability for the position to ERLMS Limited on executivesearch@erlms.com. Please also indicate in the resume your current and expected salary packages.

ERLMS Limited
Management Consulting & Services

All information collected is solely for recruitment purpose and will be treated in the strictest confidence.