THE HONG KONG POLYTECHNIC UNIVERSITY

OFFICE OF STUDENT RESOURCES AND RESIDENTIAL LIFE

Post Specification

Assistant Information Technology Officer (Ref. 16090601-E3)

Duties

The appointee will be required to:

(a) administer and manage various network platforms and devices in the Student Halls;
(b) maintain and support various systems, databases and application servers in the Student Halls;
(c) implement and support web-based database applications, office automation applications, and data analytics applications;
(d) analyse data from various applications using statistics and data analytics tools;
(e) work in different sites including Student Halls and the University’s campus to provide IT support for the Office;
(f) liaise with the Information Technology Services Office, suppliers and vendors on a regular basis to ensure the provision of quality IT services; and
(g) perform any other duties as assigned by the Head of the Office or his delegates.

The appointee may be required to work beyond normal office hours for IT troubleshooting and technical support when needed.

Qualifications

Applicants should have:

(a) a recognised degree in Computer Science, Information Technology or a related discipline;
(b) at least one year’s post-qualification working experience;
(c) experience in managing network devices, such as firewalls, routers, switches, wireless access points, unified communication managers, VPN gateways and voice gateways;
(d) experience in maintaining and providing support for database servers (e.g. MySQL, MSSQL and Oracle) and applications servers (e.g. Linux and Windows Servers);
experience in implementing and providing support for web-based database applications using SQL, XML, RESTful, SOAP, PHP, JavaScript, and JAVA on J2SE and J2EE platforms;

strong knowledge of Microsoft Office applications; and

strong analytical, interpersonal and communication skills.

Preference will be given to those with immediate availability.

Applicants who have responded to the previous advertisement(s) need not re-apply.

**Remuneration and Conditions of Service**

A highly competitive remuneration package will be offered. Initial appointment will be on a fixed-term gratuity-bearing contract. Re-engagement thereafter is subject to mutual agreement. Applicants should state their current and expected salary in the application.

6 September 2016