

# Vacancies

## **Murata Electronics Germany**

### **IT Specialist for Application Support & Project Management**

#### *Job responsibilities:*

- User support for our European affiliates with emphasis on Germany regarding standard software applications (MS Office, Lotus Notes, etc.); comprehensive trouble shooting
- Development of Visual Basic applications in close coordination with our software development team.
- Planning and realisation of user workshops in German and English and providing training to staff members for new applications
- Active and professional planning, managing and monitoring of IT-related projects
- Technical administration of our PC-based finance software and our host computer (iSeries)
- Set up, implementation and supervision of an IT security concept
- Adapting and enhancing existing software based on PHP, SQL, HTML and other contemporary web technologies
- Development of a suitable service- and complaint system

#### *Job requirements:*

- Completed vocational education in the IT business
- Several years of job experience in user support and project management
- Excellent knowledge of MS-Office 2007/2010
- Good knowledge of applied operating systems (Windows/Linux/OS400)
- Good knowledge of script-/programming languages and SQL
- Knowledge of Groupware Domino/Lotus Notes
- Good business management knowledge, cost awareness and knowledge of processes involved in midrange businesses
- Excellent knowledge of German and English on a presentation level
- Good people management and conflict resolution skills
- Service minded and user oriented attitude