



BOCI-Prudential Asset Management Limited (the “Company”) offers a broad spectrum of investment products ranging from Hong Kong mandatory provident fund scheme (“MPF”), retirement schemes, retail unit trusts, to exchange traded funds, apart from the tailor-made investment strategies for individual and institutional clients.

## **System Administrator**

We are currently looking for a high-caliber candidate to join:

### **Responsibilities**

- To diagnose, maintain and support the servers, storage systems, networks (LAN/WAN), PA /Fortinet firewall, SAN storage, IT security and data center operations
- To plan preventive maintenance and enhancement for network and security areas
- To handle server installation, configuration, enhancement and development
- To provide user services management including user accounts administration
- To update and maintaining system operation documents
- To work closely with vendors and internal customers on trouble-shooting, system implementation and migration
- To provide help desk support to internal users and handle ad-hoc IT projects

### **Requirements**

- University graduates in Information Technology or related disciplines with minimum 5 years’ relevant experience in IT networking, infrastructure & IT security services, server virtualization, preferably from financial sector and minimum 3 years’ hands-on experience on Lotus Notes Domino, Windows, VMware, Hyper-V, VDI(Horizon), end-point protection tools, including design, implementation, support and product upgrade
- Experience with Microsoft 365, Exchange, and cloud platforms
- Experience with backup/recovery solutions and disaster recovery planning
- Candidates with less qualification and experience would be considered as Technical Support Analyst
- Good command of written and spoken English and Chinese(Cantonese and Mandarin)
- Holder of CISSP/CISA/PMP/ITIL is an added advantage
- Mature, willing to learn, self-initiating, good team player, good communication and inter-personal skills
- Immediately available preferred

- Strong leadership skills, excellent communication skills and ability to influence across functions
- Proficient in both written and spoken English and Chinese, including Cantonese and Mandarin

We offer competitive remuneration package and comprehensive fringe benefit to the right candidates. Interested parties please submit your application to [assetmgt.hr@boci-pru.com.hk](mailto:assetmgt.hr@boci-pru.com.hk).

*All information received will be treated in strict confidence and only be used for recruitment related purpose. Candidates who are not being contacted within two months may consider their applications unsuccessful. Unsuccessful applications will be retained for up to twelve months for further recruitment purposes and will then be destroyed.*

**Teamwork \* Responsibility \* Integrity \* Performance**