



IT SERVICE DESK*

TBILISI, GEORGIA

DUTIES

- Contact person for incidents in operation of IT- applications, technical support to the users with coordination with Central IT Service.
- Active assistance in company support process, recognizing recurring incidents, creating, monitoring Tickets, informing the user of the solution
- Recording and maintaining master data in the main applications
- Assistance & support for IT relevant projects in the branch, e.g. software implementation, new customers, new products
- Planning & carrying out IT Basic training for NEW members of staff Mail, Intranet, navigation in main applications
- Contact person for coordinating dates for maintenance work in the branch, coordination with individual departments
- Assistance & support for new buildings, alterations, moves to all branch's locations, e.g. phone, video surveillance, data lines, network
- Purchasing, installation, rollout, function testing and maintenance of hardware
- Organization or execution of hardware repairs (guarantee/ exchange)

WE OFFER

- An exciting and diverse field of activity
- International working environment
- Attractive framework conditions
- Free space for own ideas and to implement them

PROFILE

- You are strong team player with excellent communications skills
- You have solution-oriented mind-set and high attention to detail
- You have high sense of responsibility and quality awareness
- You have at least 2-year experience with troubleshooting and support of IT systems
- You have good understanding of IT service management
- You have good written & spoken skills in Georgian, Russian and English (knowledge of German will be a plus)

With a history of over 550 years, Gebrüder Weiss is the oldest logistics company in the world - and one of the most successful. The foundation of this success? Our employees. Because we give them the freedom to find new approaches and play an active part in shaping the future - at more than 170 locations worldwide. Excellent career prospects for all people who love mobility.

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WE LOOK FORWARD TO RECEIVING YOUR APPLICATION

Contact for application: Nino Okruashvili, hr.georgia@gw-world.com
Europe Str. 4, 0198 Tbilisi, Georgia, +995 032 2710011

Gebrüder Weiss 
Transport and Logistics