



链滴

招聘 Configuration engineer- Guangzho U

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<p>Role:

Update and publish all documentation via Share point for all internal and external config processes.

Responsible for making minor updates based on emails, reviewing more extensive updates received from others, verifying that information is accurate, consistent, and without typos and published on specific dates.

Investigate and own Configuration Management System exceptions processes

Review configuration change requests

Assist with onboarding services in the Configuration Management System - reaching out to Service Owners to gather necessary information, modelling the relationships in online systems, resolving exceptions/updating external repositories

Run reports and create reports for adhoc requests from users.

Create and document procedures to handle exceptions/failures from the nightly processing.

Basic understanding of all internal/external data sources for the Configuration Management System

Handle complex adhoc requests that come into the team via email

Work on configuration projects to assist as needed with testing, documentation, and training

Present a Configuration Management System overview to peer and line manager level audiences

Provide support and assistance for junior team members

Deal with queries from junior team members

Contribute to service improvement initiatives

Perform weekend work in support of scheduled implementations.

A flexible approach to working hours is required as there will be occasional requirements to work different working patterns or out of core hours' work in the week as this is a global role

<p>Skills:

Excellent Communication skills, Good English language skills, Methodical in approach to work. Need to be able to work using own initiative, Excellent Microsoft Office skills, Good meeting management ability and influencing skills. Very good report writing skills. Good share point skills. Excellent problem solving skills.

Good technical knowledge of architecture and components e.g. databases, san, network, applications

Good listening, mediating, and negotiating skills

Knowledgeable with Excel. Able to manipulate large volumes of data from multiple sources. Prepare a summary of the data with accuracy. Know how to use vlookup, and pivot table basics.

<p>please send me your updated cv to henry.zhang@talent2.com or call me 13570061005

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