The IALF (Indonesia Australia Language Foundation) is looking to fill a vacancy for a key role based at the IALF Surabaya Language Centre.

Details

Established by the governments of Indonesia and Australia, the IALF is the leading quality language training organisation in Indonesia and is committed to providing high quality education and training services throughout Indonesia and the Asia Pacific region. The IALF is the only language training organisation in Indonesia accredited by NEAS (www.neas.org.au).

IALF is looking to recruit a Technical & Information Systems Assistant to support the growth of its language teaching services in Surabaya.

The duties of the roles include:

- Developing computerized services for staff and students, including computer networking, administration systems, multi-media ELT services and internet services.
- Supporting the IT team in procurement of equipment, IT system maintenance, support services and data/information management.

Requirements

- D3/S1 in Computer Science or related field
- Hands-on experience and understanding of IT architecture and infrastructure
- In-depth technical knowledge of Windows and Linux OS, Virtualization, Mail Server
- Linux and Windows 2008 server, Win 7, Win 8, Win 10
- Networking (routers, firewalls, NAS, backup systems, Mikrotik)
- Familiar with Apache, MySQL, PHP
- Ability to conduct training, strong interpersonal skills, intermediate level English

Applications

- Interested applicants should email a covering letter, full CV, photograph and the names of two referees, who must have supervised you in a professional capacity to:
  
  Personnel & Administration Officer, IALF Surabaya: hrdialfsby@ialf.edu

- Only short-listed candidates will be contacted.

Deadline for applications: 29 February 2016

For further information on the IALF, please visit our website www.ialf.edu