# IT MANAGER

Noratel is a global manufacturer of power magnetics. Our vision is to become the leading strategic partner of high-class solutions for electrical transformation worldwide by delivering outstanding quality, service, competitiveness, and innovation that will help our customers succeeding in their markets.

We are looking for an experienced **IT MANAGER** to join our dynamic and ambitious Noratel International (Pvt) Ltd. team in our Sri Lanka office.

## Overall Responsibilities:

IT Manager must be up to date with trends and technologies in his field and be in a position to advice stakeholders on possibilities and ways of continually innovating and improving workflows. This involves evaluating trends, organization outcomes, identifying problems and developing strategies.

Manage company IT infrastructure & operations, including LAN and Cloud Infrastructure together with front line support to IP PABX and IP security camera system effectively, as per the industry standards and best practice to ensure IT infrastructure and equipment are in order. Conduct all activities pertaining to IT Risk Assessments and take appropriate decisions as per the IT Policy of the Company / Group.

Overseeing and determining timeframes for major IT projects including systems updates, upgrades, migrations and outages and reporting on the allocation of IT budget. Provide daily guidance, development and training of IT staff

## Key Responsibilities:

- Ensure & manage IT infrastructure & operations including PABX function within the organisation effectively as per the industry standards and best practices.
- Manage & maintain Microsoft Windows applications and systems including but not limited to Windows 10, Server 2012 R2 and 2016, 2016 SQL Server, Hyper V, Cloud Infrastructure Management, LAN operations including CISCO and Alcatel switch configuration, Voice and IP security camera infrastructure management etc.
- Management of firewalls (FortiGate & SonicWALL).
- Ensure internal master back up and remote backup is maintained as per Disaster Recovery Plan and the procedures with the latest data.
- Formation of strategies for risk mitigation and contingency planning and conduct all activities pertaining to IT Risk Assessments and take appropriate decisions as per the IT Policy of the Company / Group and ensure compliance with all software licensing agreements and conduct regular system audits
- Design, develop, implement and coordinate systems, policies and procedures as per the IT Policy of the Company / Group Analyse equipment performance regularly in order to determine the need for repair/replacement.
- Ensure front line support to all computer/telephone / IP camera end-users and Liaise with vendors and professional service providers to ensure IT infrastructure and equipment are in order.
- Overseeing and determining timeframes for major IT projects including systems updates, upgrades, migrations and outages, ERP upgrade & maintenance and reporting on the allocation of IT budget.
- Responsible for the Daily Guidance, Development and Training of IT Staff.

**Qualifications:**

- A Bachelor's degree in Computer Science/Information Technology from a recognized University.
- Recognized professional qualifications and membership affiliated with professional bodies in the relevant field.
- Excellent knowledge and exposure in networking system, Cloud backup technologies, Information Security, computer hardware, Database designing and administration  (MS SQL Server), window base MIS application development
- Excellent analytical and problem-solving skills with a good level of understanding of business requirements.
- Demonstrate good communication, excellent leadership skills & sound interpersonal relationship.
- Proven knowledge & experience in the following systems
  a) Recognized ERP System. AI/Industry 4.0/Digitalization exposure
  b) IP Telephone System.
  c) IP Security Camera System.
  d) Project Management
- Minimum 10 years overall IT experience (SAN & MIS & DP) especially in the manufacturing industry with minimum of five years in a managerial position preferably with international exposure

**Working at Noratel International (Pvt) Ltd:**

Noratel International (Pvt) Ltd. is a company with 1000 employees located in Katunayake, Sri Lanka. Noratel International (Pvt) Ltd. is proud to design and manufacture the most comprehensive range of transformers, reactors and power supplies. We also serve group companies and customers in industries such as renewable energy, medical technology, industrial automation, motor drives, rail and eMobility. Noratel International (Pvt) Ltd. is dedicated to creating an inclusive working environment that encompasses diversity and equal opportunities. In addition to competitive terms, you will have the chance to develop your personal profile and career in an international environment. Our success will encompass the well-being of our existing and future employees and minimization of our carbon footprint.

**About Noratel Group:**

Noratel was established in 1925 and is servicing industry worldwide, evolving to meet the ever-changing demands of our customers. Today we are a leading global provider, proud to offer the most comprehensive range of transformers, reactors and power supplies. Besides a comprehensive standard range product portfolio, the majority of Noratel production is dedicated to custom design and manufacturing to meet the requirements of OEM customers. Noratel employs 2000+ people across 13 countries in Europe, Asia and North America. Corporate headquarters is based in Hokksund, Norway.

**Seniority Level**

- Reporting to Managing Director

**Industry**

- Power magnetics

**Employment Type**

- Full-time

**Location:**

- Katunayake, Sri Lanka

**Application:**

Please forward your job application to:

**General Manager - Human Resources & Administration**
**Noratel International (Pvt) Ltd**
**P O Box 15**
**Katunayake**

E-mail: noratel@noratel.lk