



## **JOB DESCRIPTION**

### **Company Summary:**

Clenergy ([www.clenergy.com](http://www.clenergy.com)) is a high-tech company which specializes in solar power station solutions (project business; development, investment and EPC) and ancillary products. Clenergy was founded in 2007. Headquartered in Xiamen, China, Clenergy has two factories in Xiamen and Tianjin. With its footprint across the world, Clenergy has grown to a passionate, globally renowned renewable energy company with six main offices overseas in Australia, Hongkong, Japan, Philippines, Thailand, Germany, Clenergy is an equal opportunity employer.

**Job Title:** International IT Manager, Global IT Manager

**Reports to:** CEO of Clenergy Group

**Location:** Melbourne, Australia

**Responsible for:** Australia, Japan, Asia Pacific, Europe and any other markets assigned.

### **General Description:**

Our company is searching for an experienced International IT Manager who can effectively maintain and expand our computer networks. The ideal candidate will be able to manage our SAP computer platform, while looking for ways to grow our networks in a cost-effective way to meet future needs. The IT Manager will be responsible for developing network maintenance and growth plans, creating annual and project budgets, managing the IT staff and keeping the executive team up to date on the latest networking technologies that could help the company to succeed.

### **Primary Responsibilities:**

#### ➤ **Information technology management**

- Responsible for formulating the mid and long-term strategic planning of the company's informatization, rolling the implementation plan for the year, formulating the enterprise information management system, and formulating the information standard
- Responsible for the collection, summary, analysis and research of information, regularly prepare information analysis report company leadership decision-making reference, participate in the formulation and revision of company-specific management standards and systems.

#### ➤ **IT infrastructure construction, operation and maintenance and improvement**

- Responsible for company information network planning and construction organization;
- Use IT frontier technology to provide timely and effective solutions for enterprises in the office environment;

#### ➤ **Information system implementation construction, operation and maintenance**

- Responsible for the overall structure of the company's integrated information system, promote the organization and implementation of enterprise information, and implement enterprise integrated information system in combination with business process reengineering and project management.
- Responsible for the website design and overall planning of the group company
- According to the company's informationization strategy and the actual situation of the company, develop an informatization training plan for all employees, responsible for importing and landing;
- **Self-developed company business tools**
  - Responsible for the company's computer development business tools, step-by-step introduction and use, and gradually realize modernization and informationization of enterprise management.
- **Complete other tasks assigned by the company management**

**Position Requirements:**

1. Bachelor' Degree with the major in Computer Science, Information Technology or related field
2. 5+ years' proven working experience in the area of information technology management for the enterprise company.
3. Comprehensive understanding of network architecture and client/server technology;
4. Excellent knowledge of technical management, information analysis and of computer hardware or software systems
5. Very familiar with ERP, has SAP B1 or SAP S/4 working experience are with preference.
6. Strong problem solving and communication skills required.
7. Fluency in English and Mandarin, other languages will be advantages.
8. Adaptable to international multi-cultural working environments and business travel.

**Compensation and Benefits:**

Clenergy offers a competitive salary plus fully comprehensive benefits and performance incentive package based on an annual objective achievement. This is a full-time position.

**Notes:**

If this describes you and you want to work for a company that delivers quality products, innovation and exemplary service to its partners then please apply now at [hr@clenergy.com.cn](mailto:hr@clenergy.com.cn) by submitting cover letter and resume to us with subject ideal position you are applying for, thank you!

**岗位职责(中文)：**

**信息技术管理**

- 负责制定公司信息化中长期战略规划、当年滚动实施计划，制定企业信息化管理制度、制定信息化标准规范
- 负责信息的收集、汇总、分析研究，定期编写信息分析报告公司领导决策参考，参与公司专用管理标准和制度的制定和修改。

**IT 基础设施的建设、运维与改进**

- 负责公司信息化网络规划、建设组织；
- 运用 IT 前沿技术在办公环境中为企业提供及时有效的解决方案；

**信息系统实施建设、运维**

- 负责公司集成信息系统总体架构，推进企业信息化的组织实施，结合业务流程重组、项目管理实施企业集成信息系统。
- 负责集团公司网站建设设计及总体规划
- 根据公司信息化战略和企业实际情况，制定全员信息化培训计划，负责导入落地；

**自主开发公司业务工具**

- 负责公司计算机开发业务工具，有步骤地导入使用，逐步实现企业管理现代化、信息化。

**完成领导交办的其他工作。**