



Grow with us!

KANSAI HELIOS is part of one of the world's leading paint and coatings manufacturers – the KANSAI PAINT Group. With worldwide manufacturing and sales activities, we serve a global customer base.



R&D in-house



CSR



Benefits & Incentives



International



Helios Academy

KANSAI HELIOS Coatings GmbH is seeking to strengthen its international accounting team with an: **IT Administrator (m / f / d)**

Kansai Group – Vienna – Full Time – Part Time

We, **KANSAI HELIOS**, are a group of companies with over 150 years of history and tradition, and are among the top 10 industrial coatings manufacturers in Europe. As part of KANSAI PAINT, one of the world's largest coatings producers, we develop, produce, and distribute high-performance coatings, paints, resins, and adhesives with meticulous attention to detail, meeting the highest quality standards, particularly with regard to the environment. Shape the future with us!

QUALIFICATIONS WE VALUE

- Completed IT training (apprenticeship, HTL)
- Several years of professional experience in system administration of MS IT infrastructures is a plus
- In-house Customer Service Levels I and II
- Fluent in spoken and written German and English
- Flexibility, reliability, and the ability to work under pressure
- Confident and professional demeanor
- Initiative and a proactive approach

CHALLENGES YOU WILL MASTER

- Setup, maintenance, and administration of our end devices (clients, printers, mobile devices) and ongoing software installations
- Participation in 1st and 2nd level support
- Conducting in-house training sessions
- Supporting various IT projects
- Maintenance, monitoring, and replacement of IT hardware
- Supporting our communication systems
- Implementing corporate policies (e.g., NIS-2)
- Reporting
- Creating documentation

OPPORTUNITIES THAT WILL INSPIRE YOU

- Long-term employment in an international corporation
- Responsible and varied tasks in an international work environment
- 38-hour week with flexible working hours
- Hybrid work model (2 days mobile office)
- Ongoing internal and external training opportunities
- Pleasant working atmosphere
- Good public transport connections
- Employee events and joint sports activities

POSSIBLE START: immediate entry possible

REMUNERATION

The minimum gross salary according to the collective agreement is EUR 2.797,95 per month on a full-time basis (Collective Agreement for Employees in chemical Industry, Pay Group II, 1st and 2nd year of the apprenticeship). Depending on qualifications and experience, with a willingness to pay more.

Have we sparked your interest? Then we look forward to receiving your application at karriere@kansai-helios.eu