

DALTRON

Daltron Electronics Ltd is a leading supplier of IT Systems and Services in Papua New Guinea, employing over 150 staff. The Software Development & Support section is currently in a growth phase and has a vacancy for the following position;

Position: Applications Support Analyst

Key responsibilities will include;

- Provide system analysis and programming support for internal system enhancements and upgrades, problem fixes, and general help desk enquiries.
- Produce ad hoc reporting and management information for internal departments.
- Manage internal software application version control, user access and functions, security, driver updates etc.
- Maintain user manuals, guidelines, and internal procedural documentation.

Preferred skills and experience;

- Solid analytical and problem solving skills.
- Experience with CRM and accounting packages such as iScala, MYOB, Attache Payroll etc.
- Experience or understanding of an IT help desk role including logging, tracking, resolution of customer enquiries.
- Customer service focused with sound communication skills and ability to deal with internal and external customers.
- Flexibility to provide after hours support from time to time.
- Willingness and ability to learn new skills and software as required.
- Experience in eCommerce, online shopping, billing and payment systems would be an advantage.

Applicant should be ideally competent in any of the following;

- Workings of in-house software applications as well as Windows operating systems and Microsoft Office applications.
- iScala software and Crystal reporting an advantage (although training will be provided if necessary).
- Personal computing & software, internet and communication protocols.
- MS Access, Flash, Dreamweaver, Coldfusion, Visual Basic, .NET and ASP.NET, MSSQL, HTML & XML.
- Operating systems; Windows Server 2000 & 2003, XP, MS Exchange 2003.

Written applications with your CV should be posted or emailed to the address below no later than **Friday 12 May 2006.**

Software Development & Support Manager
P.O Box 1711, Boroko. NCD
jobs@daltron.com.pg
or by fax 325 6558

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