

IT Analyst - Dubai

We're looking for someone who;

- Has a strong computing skill-set
- Is adept at problem solving
- Has meticulous attention to detail
- Adheres to deadlines

TO APPLY PLEASE HEAD TO OUR CAREERS PAGE AT WWW.COCKETTGROUP.COM/VACANCIES

Australia | China | Greece | Korea | Netherlands | Singapore | South Africa | Turkey | **UAE** | UK | USA

Cockett Group, established in 1979, is one of the world's largest value-added resellers of marine fuels and petroleum products and services, and is currently recruiting for **an IT Analyst** to be based in our **Dubai office**. Cockett Group offers quality assurance in line with ISO standards supported by comprehensive industry experience, a deep understanding of the international landscape and access to a global network of committed suppliers. The role is designed to assist in day-to day operational activities and administration of the Group's IT infrastructure.

Responsibilities include:

- Provide 1st and 2nd Level support to Group users and manage end-user expectations in terms of support levels
- Assist in the development, upkeep, and application of support procedures
- Perform periodic maintenance of key systems (monitoring event logs, checking status of antivirus, UPS)
- Help develop PowerApps and design workflows for various departments to meet the business expectations
- Administration and monitoring of SharePoint Online 2019, Power Automate and Power Apps

Our established values are at the core of the Group and are present in everything we do. They influence the way we work with our shareholders, working partners and with each other:-

Customer Focussed



We are committed to listening and actively engaging with our customers

Excellence



We continually improve upon the knowledge, expertise and learning opportunities for our employees

Flexibility



We acknowledge and embrace change as essential and collaboration as necessary

Resourcefulness



We identify bespoke solutions to our customer's challenges and act creatively

Efficiency



We carefully and thoughtfully optimise our resources and costs

Required education & skills:

- Graduate in IT discipline with 3 years' work experience in a similar role.
- Proven work experience of using and supporting user accounts on Windows Server 2008/12/16, Active Directory, SharePoint, Exchange and SQL Server and major networking components Cisco and FortiGate equipment.
- Knowledge and experience of databases, system security and troubleshooting with awareness of current standards and trends in IT and emerging technology.
- Experience in developing Power Apps and designing workflows is vital for the role.
- Should be able to work independently and under pressure and to tight deadlines.
- Excellent written and verbal communication skills in English essential

In return Cockett Group offers:

- Good remuneration and benefits package to be discussed upon interview
- International and challenging career