

Photon Energy Group delivers solar energy and clean water solutions worldwide.

Working in the renewable energy arena for over 14 years, we continue to expand and are adding new business lines, markets, and positions to our team.

We are a team of nearly 170 employees worldwide, spread across offices in Prague, Sydney, Warsaw, Budapest, Bucharest, Lodz, Amsterdam, etc. Not only do we believe in the potential of clean energy solutions, but we also live by these principles at work and in our employee community. As a public company, Photon Energy Group is transparent in its regular reports to the stock market and open to new suggestions from both employees and investors.

To take care of our IT systems and provide internal technical support, we are looking for an independent, skilled, and structured colleague:

Junior IT Support Specialist

The junior IT support specialist will be responsible for overall IT support in our Prague 8 (Karlín) office as well as the computer network, software and hardware administration.

Main Responsibilities

- ▶ Dealing with initial setups, installations, configurations, maintenance, updates and software and hardware troubleshooting
- ▶ Managing software licenses
- ▶ Administration of users and their access permissions
- ▶ Administration of the computer network and VPN
- ▶ Installation and maintenance of cable infrastructure
- ▶ Purchase and installation of consumable materials
- ▶ Handling administrative and other ad-hoc tasks

Key Requirements

- ▶ Communicative knowledge of English; knowledge of Czech is a benefit, but not a must
- ▶ Knowledge of MS Office and MS Windows operating systems (desktop and server)
- ▶ Basic knowledge of the internet environment and TCP/IP protocol
- ▶ Experience in setting up and controlling peripherals
- ▶ General knowledge of current technologies, willingness to learn new technologies
- ▶ Independence, diligence, responsibility, systematicity
- ▶ Good communication and organisational skills, ability to work on a team
- ▶ Good manners, a positive attitude and willingness to work

Our Offer

- ▶ An interesting, challenging and meaningful job as part of an international team at a fast-growing global organisation
- ▶ Work in the promising and growing sector of renewable energy
- ▶ MultiSport card: discounted access to leisure and sport facilities in the Czech Republic
- ▶ Flexible working hours and occasional home office
- ▶ Five weeks of paid holiday
- ▶ Various team-building and corporate events
- ▶ Personal and professional development courses
- ▶ Opportunity to learn and grow professionally, significantly broadening the skill set in IT
- ▶ Modern offices in Karlín (10 minutes from Florenc metro station on foot) with a relaxation area and indoor terrace
- ▶ Participation in an employee share purchase program after the first year of employment (company shares to a personal brokerage account as a bonus to your monthly salary)

If you are interested in the position and fulfil the above requirements, please send a CV in English or Czech along with a recent photograph to careers@photonenergy.com.