



Polyphor is a clinical stage biopharmaceutical company based in Allschwil, Switzerland, and is focused on the discovery and development of antibiotics and other specialty pharma products for severe or life-threatening diseases.

We are currently looking for a:

## **10063 Senior IT Specialist**

The core responsibility of this role will be to maintain and optimize our corporate information technology infrastructure to support our business.

### **Responsibilities:**

- Maintenance and development of the central helpdesk application (SysAid)
- Maintenance and administration of the central hardware and software management application (Highsystem)
- Support the Network and Domain administration (Active Directory)
- Provide support for desktop, laptop and printer issues as well as other peripheral devices as VoIP telephones
- Order and Deploy new user hardware as required
- Maintain technical site documentation
- Support and interact with external partners

### **Qualifications:**

- Excellent customer service and customer orientation, including the following abilities:
  - Communicate technical information to non-technical people
  - Comfortably communicate in a professional manner with employees at all levels of the company
  - Provide clear, concise updates and manage expectations
- Technical competence and passion:
  - Solid ability to understand and resolve technical problems
  - Strong and demonstrable technical skill in a majority or all of the following:  
Windows Desktop 7/8/10, Server 2008/2012 including AD management  
Networking: TCP/IP, DNS, DHCP, Access Switch management  
Basic VoIP telephony, any previous PBX experience considered
- Languages: English is a must, German is preferable and French nice to have
- The successful candidate has 4+ years of relative experience in IT: Desktop Support or Network Engineering
- Bachelor's Degree in Computer Science or related field
- A proactive attitude and a smile

Please send your full application documents to the following address: [hr@polyphor.com](mailto:hr@polyphor.com) with reference: 10063 Senior IT Specialist. Direct applications are preferred. For further information about the offered position, please contact: Ard van Beek (+41 61 567 16 55).