



LeapEd Services Sdn Bhd is a home-grown Education Service Provider delivering school transformation and improved practices in Malaysian schools. A wholly-owned company of Khazanah Nasional Berhad, we design and deliver programmes that help transform learning and teaching in a diverse and growing number of schools across the country through the Yayasan AMIR Trust Schools Programme.

We invite qualified, committed, energetic and professional candidates to apply for the following position:

ASSISTANT MANAGER – ICT APPLICATIONS

Location: Kuala Lumpur

Responsibilities:

- Work closely with Project Managers and other stakeholders to develop detailed specification documents with clear project deliverables and timelines, and ensure timely completion of deliverables
- Integrate both internally developed and externally procured business applications within the existing company ICT infrastructure and ensure compliance to ICT security policies
- Determine appropriate architecture, and other technical solutions/technology, and make relevant recommendations to business units, the ICT Manager and management to further improve business productivity and efficiency.
- Work closely with the ICT Manager to plan/strategise the ICT application technology roadmap and its enhancements
- Plan, manage & monitor ICT application budgets.

Requirements:

- Malaysian citizenship
- Minimum Bachelor's Degree in ICT or equivalent
- Minimum 6-8 years' experience in development, enhancement, monitoring and maintenance of ICT infrastructure and software/hardware peripherals, with some experience in the Education industry
- Strong skills in Photoshop, Fireworks, or equivalent application(s) a must
- Exceptional communication and organizational skills
- Experience in developing, implementing and managing in-house and enterprise applications
- Experience in technical project implementation
- Advanced knowledge of HTML and experience with popular content management systems (Drupal, Convio, Kintera, Wordpress, Oracle, etc.)
- Ability to manage multiple projects in a fast-paced, deadline-driven environment
- Proven track record of building consensus and working effectively within a cross-departmental team.

To apply, please submit your resume and cover letter to: hr@leapedservices.com

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