

## **ABOUT THE GROUP**

### **Meet the Global Logistics Team Delivering**

#### **On Time, Every Time**

**As a logistics consultant, we aim to connect the world through transportation. At Nippon Express, we provide one-stop business solutions by integrating different modes of transport throughout the world.**

**Since 1937** Nippon Express is a Japan-based logistics company with a global reputation. We began working as a logistics provider more than 80 years ago, and our ground transportation business dates back to 1872.

**Global TOP5** Our service ranks among the top five in the world. We are proud to have received the Award.

**731 Locations** Our global network, comprising over 731 locations, allows us to smoothly connect the world through advanced logistics.

**Our Services** At Nippon Express, we meet our client's business goals through customized logistics solutions using the latest technology, and high-quality services backed by 80 years of experience. Our global network staffed by knowledgeable specialists will ensure your cargo is delivered on time, and with the utmost care.

For more information, please visit [www.nipponexpress.com](http://www.nipponexpress.com)

Best Regards  
Human Resources Team



JOB DESCRIPTION	
JOB OVERVIEW	
JOB TITLE	AGM - IT
DEPARTMENT	Information Technology
LOCATION	Chennai / PAN India
REPORTS TO	President
JOB RESPONSIBILITIES	
<ul style="list-style-type: none"> <li>The person will be responsible for supporting organization vision and responsible for managing the company's IT Automation System infrastructure and Operation, including IT assets, networks, and teams.</li> <li>Monitor and evaluate the performance of IT systems, services, and team, and identify areas for improvement.</li> <li>Develop requirements, outlines, budgets, and schedules for information technology projects.</li> <li>Hire and control information systems personnel to manage company IT infrastructure and user support.</li> <li>Regular monitoring of IT budget and forecast.</li> <li>Overseeing the administration and maintenance of the company's IT infrastructure.</li> <li>Design, develop and implement IT policies and procedures for company.</li> <li>Assess new technologies to determine potential value of company.</li> <li>Facility Maintenance, cybersecurity, network access, backup systems and expanding reach as and when necessary, through own or Third party.</li> <li>Planning and initiatives for cost saving</li> <li>Identify risks of larger projects and prepare as well as track mitigation plan.</li> <li>Prioritize projects scientifically based on business impact, complexity, cost &amp; technology.</li> <li>Hire and manage IT vendors to design, and implement internet and telecommunication software, network and hardware.</li> <li>Manage financial aspects of the IT department, including purchasing, budgeting, and budget review.</li> <li>Designing solutions and Implementation of software applications to support logistics operations.</li> <li>Introduce and implementation of Robotic Process Automation</li> <li>Coordination with headquarters based out Japan and Singapore through meetings, monthly reports, presentations, group application related matters.</li> <li>Generate IT revenue by providing IT consultancy service to group companies.</li> </ul>	
EDUCATION & EXPERIENCE	
<ul style="list-style-type: none"> <li>MCA/MBA/ Degree or Post Graduation in IT MBA/ B.Tech or B.E.</li> <li>12-15 years of working experience in IT &amp; SAP Operations.</li> </ul>	
COMPETENCIES & KNOWLEDGE	
<ul style="list-style-type: none"> <li>IT system integrity (Security, Controls, Checks Preventive, Detective).</li> <li>Experience in various software design and implementation</li> <li>Effective Communication &amp; Presentation Skills</li> <li>knowledge of Warehouse Management System (WMS), Transportation Management System (TMS), Vehicle Tracking System,</li> <li>SAP, Networking, Server Management knowledge is Mandatory.</li> </ul>	