# **IT Support Specialist**

#### About us:

Subko is committed to an ideal: to help reimagine, re-design. and re-invent an unlikely origin- the Indian Subcontinent--as a legitimate contributor to the global specialty coffee, craft baking and pod-to-bar chocolate making movements. Only raw materials enter Subko's facilities: all of the coffee, bakehouse and cacao products are crafted from scratch, in house. From crop to cup, pod to bar, and farm to table. We aim to provide a detailed, high quality coffee, bake and chocolate experience to all our guests.

### Roles & Responsibilities:

- Ensure stable and secure networks across all locations.
- Manage lifecycle of IT hardware and software.
- Provide troubleshooting and support for hardware, software, POS, and inventory systems.
- Administer and optimize Google Cloud operations for storage and backup.
- Conduct IT training for staff.
- Implement data protection strategies and ensure IT compliance.
- Oversee procurement and manage relationships with IT vendors.
- Lead IT upgrade projects efficiently.
- Maintenance and management of phone lines and internet providers
- Maintenance and management of all softwares purchased by the company.

#### Qualifications

- Experience in IT support or network administration.
- Knowledge of POS and inventory management systems.
- Proficiency with Google Cloud, networking, and security.
- Relevant IT certifications are a significant plus.

SUBKO | SPECIALTY COFFEE ROASTERS & BAKEHOUSE | S \* U \* B \* K \* O | SUBCULTURE C \* A \* C \* A \* O | BY SUBKO

**Perks of joining our team:** You will be part of a company which is growing at an exponential rate, started just 3 days before the lockdown in 2020! We were able to grow from a team of 20 to 120+.in a span of 3 years

We are a bunch of very young and ambitious people who are excited to learn and grow each passing day. One thing we can definitely bet on is that you will love working with us and grow in your career.

# Apart from that some benefits include:

- Mediclaim
- Travel Allowance
- Lunch Facilities
- Employee discount available at our outlets
- Provident Fund

## You can get in touch with us at:

Email id: - whatsyourspecialty@subko.coffee

**Contact Number :-** +91 7021 215 787 (Monday-Friday - 11.00 AM to 6.00 PM)