

About Us

TresVista is a global enterprise offering a diversified portfolio of services, including investment diligence, industry research, business development, fund administration, accounting, and data analytics. Working with a wide array of clients, including asset managers, advisors, corporates, and entrepreneurs, TresVista currently has over 1,000 employees across offices in Mumbai, Pune, Bengaluru, New York, London, and Singapore, and provides high-caliber support and operating leverage for over 1,000 clients across geographies and asset classes. TresVista is 'Great Place to Work-Certified™' from February 2023 - February 2024 by the Great Place to Work®.

Key Role Deliverables

- Performing daily system monitoring, verifying the integrity and availability of all hardware, systems, and applications, reviewing system and application logs
- Establishing system specifications by conferring with users, analyzing workflow, access, information, and security requirements
- Establishing a system by planning and executing the selection, installation, configuration, and testing of PC and server hardware, software, LAN and WAN networks, Operating System Management Systems, defining system and operational policies and procedures
- Establishing and securing the Internet Gateway with a Firewall system, integrating the VPN system, defining Firewall policies and procedures
- Maintaining the organization's communication system such as Video conference devices, mobile device management
- Updating job knowledge by participating in educational opportunities, reading professional publications, maintaining personal networks, participating in professional organizations

Prerequisites

- Excellent technical knowledge of computer hardware
- Working knowledge of current protocols, standards, and operating systems, such as Windows 10, Windows 7/8
- Software and Hardware troubleshooting
- Knowledge of Microsoft Office 2013 & Office 2016 support
- Strong fundamentals in networking and troubleshooting
- Excellent multi-tasking skills
- Good written & oral communication skills
- Willingness to grow and learn
- Good interpersonal skills
- Ability to handle pressure and deliver against stiff deadlines

Experience

Fresher

Education

Any graduate

Compensation

The compensation structure will be as per industry standards