



insparx GmbH was founded in March 2010 as a shared service center for a group of successful internet companies, among them be2, some of which have been trading since 2004.

From its Head Office in Munich insparx GmbH supports its partner companies providing services such as Finance, Human Resources, (Online) Marketing, Customer Relationship Management, Customer Service and Business Intelligence; and helping to develop their online businesses at an international level.

Working with insparx, several partners have seen rapid growth and successfully established profitable global businesses.

Become a part of our fantastic team and join our office in the heart of **Munich** as

Help Desk Support (m/f)

Part-Time (20hours/week) or as a working student

Monday to Friday afternoon

You will be the first point of contact for our IT team in dealing with issues and problems. You will be tasked with providing basic support, assigning issues to an appropriate owner and ensuring they are resolved in a timely manner. Your aim will be to improve and maintain the customer experience. You will also be called upon to assist with day to day administrative tasks in support of the IT team.

Your tasks & responsibilities

- 1st Level Help Desk for Mail, File-Share and Usability problems
- Support Office IT Administration
- Setup of File-Shares and Printers
- Troubleshoot Mail issues

Your profile

- Completed apprenticeship to be a qualified IT Specialist (e. g. Fachinformatiker); Student in IT science or similar
- First experience in 1st Level Office IT support
- Technical interest and Windows knowledge
- Strong sense of responsibility
- Keen learner
- Good communication skills and a friendly manner
- Good English (= working language)
- Apple and/or Linux knowledge is a plus

Our offer

We can offer you the chance to join a leading internet company in Munich. You will be working in an entrepreneurial, results driven environment where fast decision making and flat hierarchical structures ensure your ideas are heard, and you quickly have the opportunity to assume responsibilities and grow professionally. Our office houses very international, dynamic and sociable teams that are often getting together for staff dinners, parties and days out as well as working hard to drive the success of insparx. You will find more information and photos on: www.kununu.com/de/all/de/in/insparx/fotos

Interested?

Please send your application to **Kathleen Matthes** at jobs@insparx.com, referring to the job title above. Please include educational certificates, work references, your possible starting date and your salary expectations.

