

International transport company based in London is looking for a **Maximo Administrator**. The Maximo Administrator will manage the Maximo System administration and configuration modules, workflow development and administration our client's assets and ensure that safety, quality and performance targets are achieved. The Administrator will also coordinate and train Maximo System users, will manage the asset portfolio within the financial controls and finally, will monitor and manage the asset conditions. The Maximo Administrator will report to the Head of Standards & Method.

**ROLE:**

- Implementing Maximo and delivering uninterrupted Maximo system
- Managing Maximo System administration and configuration modules, workflow development and administration.
- Serving as primary contact for Maximo System Users and IT support.
- Assisting in adding, modifying and granting access to Maximo System.
- Liaising with IBM, IT and users to apply, test, verify fixes/patches and resolve issues to Maximo System.
- Supporting and leading Maximo System Upgrade Projects
- Identifying and providing training to all Maximo users, including sub-contractors
- Archiving and restoring data; supporting and maintaining Maximo System reports; running queries and creating reports.
- Monitoring and performing regular audit to System performance; troubleshooting and resolving technical problems.
- Supporting all Maximo environments including testing, development, training and production.
- Monitoring key performance indicator for asset management.
- Performing other duties as assigned.

**PROFILE:**

- Maximo expert
- Ideally Master degree in Mechanical or Electrical or good technical background and some knowledge in mechanics to understand the engineering of buses
- Good analytical and critical ability
- Ability to communicate with staff of all levels
- Possess leadership quality
- Ability to delegate, supervise and control
- Innovative, creative and strategic thinking
- Problem solving ability
- Negotiation and decision making ability

**SALARY:**

£40k to £50k/p according to experience + Benefits