Calibre was established in 1988 and is respected World-wide for providing image scaling technology for use with large LED video walls primarily used for Concerts, Award Ceremonies, Rental/Staging and Advertising and for image scalers for professional projection applications. Calibre is a highly effective OEM partner to many well-known companies in specialist markets, providing customised image scaling and processing solutions.

As a market leader in innovation Calibre will continue to utilise its own in-house hardware and software design teams for all product development with technology centres in Bradford, UK and Hannover, Germany and its manufacturing facility in Bradford, UK. This enables Calibre to optimise product performance and retain an unusually high depth of technical knowledge of design and innovation.

The Parent Company is Coretronic Corporation with its Head office in Taiwan.

We are seeking an IT Support and Web Development Administrator to work as a key member of the team supporting the IT infrastructure to ensure that our systems are running smoothly and efficiently. This role will also incorporate with help from the head office the design and launch of the new company website.

This is a multifaceted role and is a great opportunity for someone who has experience in IT support who would also like to cultivate their IT development and Marketing skills. Along with providing support you will be maintaining the company's infrastructure

Position: IT Support & Web Development Administrator

Responsibilities include:

- Install and configure computer hardware operating systems and applications
- Monitor, maintain and troubleshoot computer systems, office networks and IP Phones
- Set up new users' accounts and profiles and deal with password issues
- Frontend web design and development work on company website
- Send and monitor marketing mailers

Required Experience and Qualifications:

- Experience of Exchange Server 2012, Active Directory with a Hyper V environment
- The support of Microsoft products such as Office and Windows OS (various versions)
- Basic HTML Knowledge and a keen interest in web development
- A willingness to be constantly learning
- Ideal candidate would be a self-learner who loves problem solving
- Excellent telephone manner

Desirable Experience:

- Exchange Email configuration and mailbox creation
- Working Knowledge of DPM 2012
- Experience with ShoreTel/Mitel Systems
- Knowledge of Photoshop or similar
- Experience with Sage CRM and Sage 50

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