

Job title	Desktop Support Analyst
Reporting to	Desktop Support Lead
location	Leeds
Job summary	<p>Svella Connect is a leading provider of telecoms and digital infrastructure, building and installing high-speed broadband networks to help connect businesses and residents with full-fibre internet. With depots in Warrington, Leeds and Huthwaite, Nottinghamshire, we are a leading contractor for telecoms and internet providers such as Virgin Media and Openreach – and carry out a range of projects across Yorkshire, Midlands and the North West.</p> <p>Our vision is to be the employer of choice in the industry by investing in long-term growth, introducing technology, innovation and developing efficient ways of working to ensure excellent service for our clients and their customers.</p> <p>What you'll be doing day to day</p> <p>As a Desktop Support Analyst, you will play a critical role in supporting staff within the business in their use of their IT equipment. You will work within the IT team to support Hardware, software, and key systems including troubleshooting issues and deploying new systems and services.</p> <p>Summary of the Duties and Responsibilities of the IT Service Desk Analyst</p> <ul style="list-style-type: none"> • Provide 1st line technical support for company computer systems and user equipment, including laptops, desktops, smartphones and tablets. • Providing remote user support for Desktop and Mobile users, including occasional site visits for job resolution and equipment delivery. • Performing basic administrative support duties, as required, to meet specific operational objectives. • Fault diagnosis on company devices such as laptops and desktops, mobile phones, and tablets. • Liaise with external suppliers and contractors. • Purchasing, imaging, and configuring new laptops, desktops, mobiles & tablets, including software installation. • Providing the first point of contact for staff and dealing with issues whilst managing service desk workload. • Escalating issues to 2nd line where necessary. • Utilising support tools including ITSM and endpoint management software such as Manage Engine ServiceDesk Plus and Desktop Central.
Skills, qualifications and experience required	<ul style="list-style-type: none"> • Previous experience working within a Service Desk/Helpdesk environment. • All-round knowledge of IT hardware, software and peripherals. • Experience of Active Directory. • Experience of Microsoft 365. • Experience of ManageEngine products (not essential). • Trustworthy and ethical approach, exercising discretion where required. • Organised, structured, and professional, with a passion for excellence. • Flexibility, resilience, and the ability to influence and build relationships at all levels. • Excellent communication that shows compassion and empathy. • Ability to explain technical issues in a non-technical way. • Commitment to the provision of excellent customer service. • Experience in a fast paced and multi-site business.

	<ul style="list-style-type: none"> • Self-starter who can prioritise a varied workload and demonstrate good time management to comply with deadlines.
Salary & Benefits	Salary = Competitive Benefits = Pension 3% employee contribution/5% employer 25 days holiday plus statutory Training and ongoing development Health Care (Vitality)
Applications	<p>All applications in writing, including full CV to: recruitment@svellaconnect.com or please visit our candidate portal via our website https://www.svellaconnect.com/careers</p> <p>At Svella, we are committed to creating inclusive opportunities for all our employees. We encourage applicants from all backgrounds to reflect the communities in which we operate and serve, and the customers we support. Please do let us know should you require any reasonable adjustments during any part of the application process.</p>