

The background of the entire page is a grayscale aerial photograph of a landscape, likely a river delta or a coastal area, showing intricate patterns of land and water. Overlaid on this background is a large, solid black silhouette of a tree, with its trunk and branches extending across the right side and bottom of the image. The tree's canopy is positioned towards the top right, while its trunk and major branches spread out towards the bottom left.

Technology and Systems Specialist

Position description
September 2026

The logo icon for Alluvium Group, consisting of five small green dots arranged in a slightly curved horizontal line above the text.
alluvium
group

Who we are

The Alluvium Group

At Alluvium Group, we are dedicated professionals making a lasting impact for society, nature and the environment. Our multidisciplinary and technical expertise combined with an agile and innovative mindset set us apart in the industry. With a strong commitment to employee ownership, we foster a sense of belonging and shared success.

We offer a flexible working environment, profit sharing, professional memberships, ongoing training and development as well as international opportunities. Our internal research program reinvests 10% of profits into pioneering projects, promoting continuous growth and innovation. Every employee helps shape our direction and elevate industry standards.

We are driven by change, guided by science, and sustained by impact.

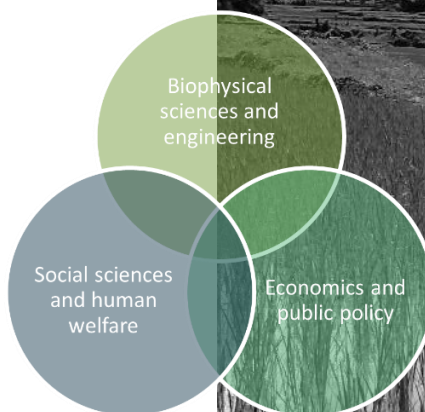
The Alluvium Group in the Mekong

The countries of the Lower Mekong Basin (LMB) are facing huge challenges in adapting their populations and economies to a rapidly changing climate. Alluvium takes a science based, ecosystem-focussed and collaborative approach to working with government, private sector and communities to address these challenges. Through this approach we are helping to build a greener and more resilient future for the region.

Alluvium's work in the LMB is organised across three main programs: integrated water, climate resilience and energy transition. Within these programs, Alluvium is implementing projects across the Mekong region on a range of topics such as water scarcity, climate adaptation, impacts of hydropower development, climate resilient water management, nature-based solutions, river basin planning, water governance and water resources modelling.

We have grown across the region with team members now based in Ho Chi Minh City, Can Tho, Vientiane, Bangkok and Phnom Penh.

But there's more work to do. We need your help in growing a thriving business providing trusted and innovative consulting services at the intersection of people and nature.





About this role

We are looking for a Technology and Systems Specialist to support our global Alluvium business.

The role will support the delivery, administration and continuous improvement of technology services across the Group, with a particular focus on supporting our South-East Asian operations.

Working closely with the Group Technology Manager and our Managed Service Provider, the position will provide technology support, Microsoft 365 administration, cybersecurity assistance, project delivery support and contribute to the rollout of emerging technologies, including AI and automation solutions.

We are looking for someone who:

- Has experience supporting and administering Microsoft 365 environments, including user, license, identity and access management.
- Has strong troubleshooting skills across hardware, software, cloud platforms and end-user technologies.
- Has a solid understanding of cybersecurity principles and secure technology administration practices.
- Has experience developing technical documentation, user guides and delivering training to both technical and non-technical audiences.
- Can work independently while managing competing priorities and supporting users across multiple locations and time zones.
- Has an interest in emerging technologies, including AI, automation and business process improvement.
- Demonstrates strong communication skills and a proactive, service-oriented approach to technology support.
- Shares our values of culture, impact and value, and reflects these in their work, decision-making and interactions with colleagues.

Location: Thailand/Bangkok. Occasional travel to support our regional offices may be required.



What you will do

- Provide technology support and Microsoft 365 administration across the Group, with a focus on supporting our South-East Asian operations.
- Deliver practical solutions across user support, cybersecurity, cloud technologies, systems administration and technology operations.
- Support the implementation of technology projects, system upgrades, automation initiatives and AI-enabled solutions.
- Develop technical documentation, training materials and user guidance to improve technology capability across the business.
- Work with the Group Technology Manager, Managed Service Provider and internal stakeholders to continuously improve the Group's technology environment.
- Support the adoption of emerging technologies by helping evaluate, configure and deploy AI, automation and digital workplace solutions.
- Build trusted relationships with staff across the Group, ensuring technology services are responsive, reliable and aligned with business needs.

Skills and Experience

Essential

- Strong experience administering Microsoft 365 environments.
- Good understanding of Microsoft 365 identity, security and access management.
- Strong troubleshooting skills across hardware, software and cloud systems.
- Strong understanding of cybersecurity principles and practices.
- Excellent English written and verbal communication skills.
- Strong documentation skills and the ability to develop clear technical and user-facing procedures.
- Ability to provide training and explain technical concepts to non-technical users.
- Ability to work independently, manage changing priorities and determine when issues should be escalated.
- Willingness to occasionally travel to South-East Asian offices.
- Bangkok based with right to work in Thailand.

Desirable

- Experience administering SharePoint Online, Microsoft Power Platform and automation solutions.
- Experience configuring, deploying or supporting AI tools, AI agents or intelligent automation solutions.
- Experience supporting users across multiple countries, offices or time zones.
- Relevant certifications in Microsoft 365, Microsoft Security, Entra ID, Azure, Power Platform or Cybersecurity.



What we offer

Compensation & Benefits

A competitive remuneration package commensurate with your skills and experience, complemented by health insurance and provision of essential work tools (laptop, headphone, etc.).

Financial Growth

The opportunity to become a shareholder in the Alluvium Group – over 50% of our staff hold shares – giving you direct access to dividends and long-term capital growth.

Career & Professional Development

We invest in your growth through international study tours, Group-supported research programs, mentoring from industry leaders, and a wide range of career development pathways. You will also have the opportunity to collaborate with senior leaders on research topics through our Research and Insights Program.

Innovation & Thought Leadership

Through the Alluvium Foundation, you will be exposed to meaningful work at the forefront of industry thinking and innovation.

Flexibility & International Exposure

We offer flexible working arrangements – both home and office – along with opportunities to work on international projects and engage with a globally connected network of recognised professionals.

A Workplace Worth Joining

The Alluvium Group holds B Corp certification, operates as a carbon neutral business, maintains an active reconciliation program, and is recognised as a Great Place to Work. Our people contribute significantly to our culture and success.



To apply for this role, email your CV and a cover letter (maximum two pages, outlining why you are good fit for this role) to phuongtt@alluvium.com **by 16 October 2026**.

*Only applications **sent directly to the email** above and containing all the required information will be considered.*