



Welcome to **NEURA Robotics**, the innovator of the robotics world. Our goal is to equip collaborative robots with groundbreaking cognitive capabilities to enable safe and intuitive collaboration with humans. Under the leadership of founder David Reger, we have spent the first years of **NEURA Robotics** laying the foundations for humans and robots to work hand in hand.

"We serve humanity" is not just a motto, but our mission. Become part of our ambitious, international company and shape the future of robotics with us.

Welcome to **NEURA Robotics** - where innovation meets team spirit.

Your mission & challenges

The Group's IT team consists of more than 20 colleagues and supports over 1,200 users. You will be the sole IT person in Zurich, part of team of 10 at the parent company. You will be the sole on-site IT contact in Zurich, while being fully integrated into the 10-person IT team at the parent company. You don't work strictly by the book – you take initiative when you notice something isn't running smoothly and help improve how we work.

This role has a strong Modern Workplace and Endpoint Management focus, complemented by hands-on IT systems and infrastructure support for engineering and robotics teams. Your responsibilities include:

- Endpoint administration (Windows / macOS / iOS / Android): enroll, configure, secure, and manage devices using Microsoft Intune, including rollouts, replacements, and policy enforcement
- Device lifecycle management: handle device returns, secure resets/data wipes, refurbishing, and preparation of "ready-to-deploy" equipment; maintain accurate asset and inventory data

- Identity & Access Management (Microsoft Entra ID): manage users and groups, perform MFA resets, device re-registrations, guest access configuration, and license assignments
- Collaboration & M365 support: provide end-user support for Microsoft Teams, manage permissions and sharing in SharePoint / OneDrive, and troubleshoot M365-related issues
- IT Systems & Infrastructure support: manage and maintain workstations, peripheral devices, and selected servers supporting engineering and robotics teams
- Ensure data security and system stability through backups, access control, patching, and monitoring
- Processes & Continuous Improvement: contribute to improving IT processes, documentation, standards, and checklists

What we can look forward to

Must-have:

- Solid hands-on experience administering Microsoft 365 and Entra ID (users, groups, MFA, guest access)
- Strong experience with endpoint management via Intune (enrollment, policies, compliance, app deployment)
- Very good understanding of Windows environments
- Basic understanding of networking fundamentals (LAN, VPN, DNS, firewall concepts)
- Experience with PowerShell, and strong interest in automation and scripting
- Structured, service-oriented way of working with excellent communication skills
- English fluency (B2 or higher), written and spoken
- Completed vocational training in IT or a Bachelor's degree in Computer Science, Information Technology, or a related field

Nice-to-have:

- Experience supporting engineering, robotics, or hardware development teams
- Additional scripting experience (Python, Bash)
- Familiarity with backup strategies, security best practices, and patch management
- Exposure to CAD / PLM environments, CI/CD pipelines, or automated engineering workflows

What you can look forward to

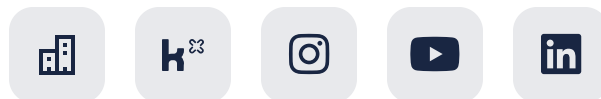
- Become part of an agile company, actively shape topics and benefit from flat hierarchies in a highly motivated team
- Enjoy an attractive salary, flexible working hours and 25 days of vacation
- Collaboration on highly innovative humanoid robotics systems
- Excellent location in Zurich Seefeld
- New and state-of-the-art office space and workstations
- The freedom to contribute your own ideas and drive them forward
- Celebrate successes together with company events
- Take advantage of our corporate benefits program
- And even more fun with great colleagues

[Apply](#)

We are looking forward to meeting you and shaping the future of robotics together. Are you in?

Couldn't find a suitable position? Please send us an unsolicited application.

We are always looking for passionate tech enthusiasts to help us revolutionize the world of robotics!



NEURA
ROBOTICS