

ICT NETWORK MANAGER

RECRUITMENT INFORMATION PACK



0345 196 0033



www.deltatrust.org.uk



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Education House, Spawd Bone Lane, Knottingley, WF11 0EP

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INTRODUCTION

Delta Academies Trust is a not for profit charitable organisation that is committed to changing outcomes for children in the academies it sponsors and the wider education system. We are a teaching school, training teachers, school leaders and other professionals who work with children.

Delta Academies Trust firmly believes that an outstanding education should be the right of every child and should not be determined by a postcode lottery. The Trust will strive to ensure that all pupils and pupils in our academies attend an outstanding school.

We are determined that local children can attend a local school and we will place those children who need extra help first in our admissions policy.

In our family of academies we currently have a range of educational provision that includes:

- Secondary
- Primary, Infant
- Junior
- Alternative Provision
- Pupil Referral Units.

Delta places at the heart of its school improvement a commitment to high quality professional development for all staff who join the Trust. We understand that by investing in our staff we will create an organisation with a shared vision and values that will transform education for the children and young people we serve.

You can find out more details about Delta and our academies at www.deltatrust.org.uk



VISION AND VALUES

VISION 'CHANGING LIVES'

Mission Statement

To improve educational outcomes for communities in the North of England, creating a sustainable organisation that improves our society and the wider environment.

Strategies

1. To ensure high quality sustained performance and educational outcomes for all DELTA academies.
2. To operate a financially sustainable organisation, characterised by high value for money.
3. To collaborate with others to establish a Northern Alliance of powerful MATs and other stakeholders that will transform educational outcomes in the North of England.
4. To develop high quality education leadership to enhance the capacity to drive improvement.
5. Train and develop high quality teachers and staff.
6. To create a generation of young people who are socially and environmentally responsible.
7. To ensure that young people are confident, employable and have the knowledge and skills to challenge received wisdom.

CORE VALUES

We will:

- Place children and pupils at the heart of everything we do.
- Place collaboration before competition, working with others for the betterment of all.
- Develop and support professionals in our own and other academies and schools to establish practice that improves lives.
- Ensure that all children make good progress irrespective of their starting point and those young people facing disadvantage are lifted from educational poverty.
- Never do anything to the detriment of learners, staff, or other stakeholders, in a neighbouring community.
- Adhere to the 'Seven Principles of Public Life'.
- Promote environmental awareness and protection locally, nationally and globally.



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WHY WORK FOR DELTA ACADEMIES TRUST?

Delta Academies Trust is committed to transforming education across the North of England and as such we are recruiting a range of the very best educationalists to join us in our mission. We are looking for talented and driven professionals who share our drive, passion and enthusiasm to enhance the life chances of young people. We recognise you may not have all the skills or confidence at the start of your journey as part of our team and we are committed to ensuring you get the very best high quality leadership training, much of which is directly delivered by the CEO who has a national profile and reputation for rapid school improvement.

You will work alongside professionals in a fast-paced and dynamic environment.

You will develop your skills alongside like-minded colleagues.

Delta academies work and collaborate as a family of schools. This provides colleagues a conduit to share best practice and affords

our professionals the opportunity to develop their own skills, that of others and seek further promotion as they take on responsibilities across academies or at a whole Trust level.

Career Development - Delta Academies Trust offers personal development through a range of flexible opportunities. All new staff members receive a comprehensive induction. The Trust offers a central CPD programme involving a range of training, which can include the full range of NPQs delivered in association with Ambition School Leadership. The Trust also provide a range of bespoke CPD and is committed to developing all staff.

Pension - Every employee of Delta Academies Trust has access to a pension scheme.

You will have access to private medical insurance (prices are provided on request).

There is a range of benefits available to staff which include childcare vouchers and cycle to work scheme.

APPLICATION PROCESS

Further details about the work of Delta Academies Trust, including academies it currently sponsors, can be found at www.deltatrust.org.uk

Completed applications should be returned to jobssouth@deltatrust.org.uk or by post to **Delta Academies Trust, Recruitment Team, Education House, Spawd Bone Lane, Knottingley, WF11 0EP.**

All applications that have been submitted electronically will receive an email from the recruitment team confirming receipt.

A letter will be sent to shortlisted candidates with details of the interview process. If you have not heard from us within 2 weeks of the closing date please assume your application has been unsuccessful.

QUERIES

If you have any queries on any aspect of the application process or need additional information please contact the **Recruitment Team on 0345 196 0095.**

We are committed to treating all applicants fairly and have a policy on the recruitment of ex-offenders which is available to applicants on our recruitment website at: <http://recruitment.deltatrust.org.uk>

ICT NETWORK MANAGER

GRADE L, PT51 - 56
(£46,602 - £53,391)

FULL TIME / PERMANENT

TO START AS SOON AS POSSIBLE

We are seeking to appoint, with immediate effect, an enthusiastic, reliable, self-motivated and proven ICT Network Manager to join the Delta Academies Trust ICT infrastructure. You will be part of the Core ICT team and will plan, design, implement and support the day to day running of network infrastructures across all academies in the trust.

The post will be responsible for the proactive monitoring of network and information security ensuring security alerts, events and issues are prioritised and resolved with urgency.

Ideally you will have experience of working in a busy environment. You will need to be flexible in your approach, undertake a range of duties and have excellent communication and interpersonal skills and working knowledge and experience of network systems.

Closing date: Monday 21 May 2018 at 12 noon

An application pack can be downloaded from **recruitment.deltatrust.org.uk**
or by contacting our recruitment team on **0345 196 0095**
or email **jobssouth@deltatrust.org.uk**

Delta Academies Trust is committed to safeguarding the welfare of its pupils and the successful applicant will be subject to an enhanced DBS Disclosure.



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JOB DESCRIPTION

POST TITLE: ICT NETWORK MANAGER
SALARY: GRADE L, PT51 - 56
REPORTING TO: SERVICE DELIVERY MANAGER

Job Purpose

The ICT Network Manager will plan, design, implement and support the day to day running of network and server infrastructures across all academies in the trust. The post will be responsible for the proactive monitoring of network and information security ensuring security alerts, events and issues are prioritised and resolved with urgency.

Main duties and responsibilities

Essential skills

- Proven abilities in Network design, hardware and software lifecycle management
- Experience of management and supervision
- ICT security analysis and risk assessment
- Proactive monitoring and vulnerability assessments and mitigation
- Enterprise SIP infrastructure and VOIP implementation (Specifically CUCM & CUCX)
- Enterprise Wi-Fi infrastructure and deployment, including experience of Cisco and Meraki technologies.
- Change advisory review and management
- Root cause analysis and reporting of major incidents
- Ability to liaise and work directly with third parties
- Unified Communications and Collaboration alignment and preparation
- Data Centre analysis, selection, build, and migration
- Knowledge management, documentation and presentation of solutions
- Excellent written and communication skills
- Key team player

Desirable skills

- Will hold CCNP (Cisco Networking Professional) / CCENT (Cisco Network Technician)
- ITIL Certification and experience of working in an ITIL Enterprise environment
- Experience and certifications of Cisco & Meraki LAN/WAN/IPT (VoIP) technologies
- Experience and certifications of Cisco, HP, Dell network equipment and their operating systems.
- Project Management / Leadership skills
- Experience of Cisco Security (Firewalls, ASA, ISA) equipment and software
- Knowledge and experience of ISO 27001



JOB DESCRIPTION

Knowledge and skills

- Excellent organisational skills
- Strong leadership skills
- Demonstrable problem solving and analytical skills
- Attention to detail
- Excellent written and verbal communication skills
- Excellent technical knowledge of industry standard technologies – hardware and software
- A proven track record of driving and defining ICT strategy
- Proven ICT operations and system management experience
- Can operate a budget
- Key team player

Soft skills

- Process driven
- Ability to meet deadlines, occasionally working under pressure
- Ability to influence others in a positive and friendly manner
- Ability to work on own initiative
- Positive and determined approach to achieving results
- Professional and business-like manner
- Ability to work proactively and on own initiative without regular supervision
- Able to identify and set priorities



PERSON SPECIFICATION

	Essential	Desirable	MOA
KNOWLEDGE / QUALIFICATIONS / EXPERIENCE			
Have a Microsoft / Cisco / Network standard qualifications with at least three years' experience	*		A/C
Have a working knowledge of network systems, their installation and maintenance and adaptation	*		A/I/T
Knowledge and experience of Cisco IP Telephony system management	*		A/I
Knowledge and experience of Windows 7/10/Server 2008/12/16	*		A/I/T
Knowledge and experience of Apple OS X		*	A/I
Knowledge and experience of Cisco networking equipment	*		A/I
Knowledge and experience of Microsoft System Center suite inc SCCM/SCOM		*	A/I
Knowledge and experience of Network and Application security	*		A/I
Knowledge and experience of Wireless networks	*		A/I
Knowledge and experience of Backups and best practice	*		A/I
Knowledge and experience of ITIL / Prince and other industry frameworks and methodologies		*	A/I
Knowledge and experience of Group Policy	*		A/I
Knowledge and experience of Networking and Vlans	*		A/I
Knowledge and experience of DPM Data Backup	*		A/I
Experience of working with a tiered support service desk	*		A/I
SKILLS			
High level of communication and interpersonal skills	*		A/I
Have good fault finding skills and is an excellent problem-solver	*		A/I/R
Understand the importance and demonstration of knowledge management	*		A/I
Can demonstrate good working practices in relation to the handling of ICT equipment	*		A/I
Ability to work effectively with young people as individuals and in groups		*	A

PERSON SPECIFICATION

	Essential	Desirable	MOA
Ability to delegate tasks and empower colleagues		*	A/I
Ability to work creatively with colleagues to deliver agreed outcomes and contribute effectively to team working	*		A/I
Flexible and adaptable approach	*		A/I
Have initiative and can work independently without excessive supervision	*		A/I
Have an understanding of when to consult, make decisions and defer to others	*		A/I
Have the ability to communicate effectively to a range of different people	*		A/I
Will plan, organise, prioritise and manage their own personal time effectively	*		A/I
Have a positive commitment to organisational principles	*		A/I
Understanding of health and safety issues and good practice	*		A/I
BEHAVIOUR AND OTHER RELATED CHARACTERISTICS			
Good organisational and personal management skills	*		A/I
Work independently and being a team player	*		A/I/R
Effective and flexible time-management	*		A/I
The ability to meet deadlines	*		A/I
Key team player	*		A
Commitment to self and team development	*		A/I
Work in ways that promote equality of opportunity, participation, diversity and responsibility	*		A/I
A commitment to abide by and promote the Equal Opportunities, Health and Safety and Child Protection Policies	*		A/I
The holder will hold an enhanced DBS	*		C
Must have their own transport as travelling between academies is a regular requirement	*		A

Key: MOA=Method of Assessment, A=Application, I=Interview and assessment, R=Reference, C=Certificate



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KNOTTINGLEY



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