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**Learning to shape the future**

**Headteacher: Mrs P Dixon BA(Hons), NPQH**

**ICT TECHNICIAN STARTING ASAP**

We are looking for a committed, highly effective ICT Technician to join our successful ICT team.

Upton-By-Chester High School is an excellent school which provides an outstanding education, at the heart of its community.

Our ethos is built upon excellence – in progress and achievement; in learning; in effort; in pastoral support and care and in behaviour.

We have one of the largest and most successful Sixth Forms in Cheshire, enabling us to offer the widest possible range of courses and opportunities.

**Our Mission is - “Learning to shape the future”**

As Upton students, we will;

**Act** in ways that are environmentally, economically and morally responsible

**Develop** skills that are entrepreneurial, technological and transferable

**Adopt** values that are ethical, inclusive and global

Believe in our **Power** to make a difference

**Think** creatively, critically and with vision

We will **ADAPT** to the demands of a rapidly changing world

Our curriculum is designed to provide a broad and balanced programme of learning which is matched to the ability, aptitude and aspirations of each individual student and which meets with National Curriculum requirements. It is reviewed annually.

In addition to the formal curriculum we offer an extensive range of additional opportunities and educational visits and have thriving links with industry and community partners. Music, Drama and Dance are great strengths in the school and students enjoy many extra-curricular performance opportunities.

Upton-by-Chester High School operates the Cheshire West and Chester Council “No Smoking” Policy.

**GRADE 5 ICT TECHNICAN**

Thank you for the interest you have shown in the above position. This is a permanent 52 week per annum post. It attracts an annual salary of £17,772 – £20,138salary grade 5. Holidays are 25 days per year (rising to 30 after 5 years’ service) plus Bank Holidays.

The main essential and desirable personal qualities will be as the accompanying Person Specification. In addition to the Job Description the following will also apply:-

**Key Responsibilities:**

Provide ICT support to all staff and Students within the School, including hardware, software, IT setups on all School platforms including Microsoft and Apple technologies to enable the staff to meet the needs of the School.

Complete minor repairs to equipment and cabling, suggest improvements and routes to resolution to the strategic ICT manager and provide on-the-spot advice to ensure maximum availability and usage of ICT systems.

Generate, extend and maintain the Schools Microsoft Server and Apple networks, including image deployment and installation of new software within Microsoft System Configuration Manager, support of the Active Directory structure, ensuring the validity of security software on clients, and the performance of the network as a whole, under the direction of the Strategic ICT Manager.

Ensure successful software support for all users by being familiar with current systems and proactively enable better staff understanding. Under the direction of the Strategic ICT Manager, ensure systems are successfully delivered and appropriate for all staff and students.

Proactively develop and improve on key ICT systems including the helpdesk, Apple management portals, Audit logs and other systems key to the school’s needs.

Undertake personal professional development and respond to the changing needs of the job.

Understand and fully support the Schools iPad scheme, including device management, software deployment and support of Apple technology.

Support after hours' use of the ICT solution by setting up and where necessary supporting systems to successfully deliver the Schools out of hours services.

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| **Completed forms should be returned by email to:** | **Or by post to:** |
| Mrs Sheena Lloyd, HR & Office Manager  [lloyds@uptonhigh.co.uk](mailto:lloyds@uptonhigh.co.uk)  **Closing date: 31 August 2017** | Mr Jon Arnull Acting Headteacher  Upton-by-Chester High School  St. James Avenue  Chester  CH2 1NN |