



Senior ICT Technician

Person Specification

Specification	Essential	Desirable
Safeguarding	<ul style="list-style-type: none"> Commitment to the safeguarding and well-being of all students and the ability to follow all school policy and procedures 	
Qualifications	<ul style="list-style-type: none"> A* - C GCSE English (or equivalent) 	NVQ/HND in computing/ICT
Knowledge, and Experience	<ul style="list-style-type: none"> A good working knowledge of Microsoft Office, Windows Operating system and networks Experience of providing ICT support 	<ul style="list-style-type: none"> Knowledge of Health & Safety and Data Protection legislation as it relates to the work of a school Experience of using an ICT Helpdesk
Skills/Abilities	<ul style="list-style-type: none"> A good working knowledge of Microsoft Office and Windows Operating system A basic knowledge of audio visual systems, including projectors A good working knowledge of PC and laptop hardware A good knowledge of the WWW Ability to liaise with service providers and suppliers Ability to maintain accurate work records and inventories Ability to maintain and use a range of tools and equipment Ability to demonstrate developed interpersonal and communication skills Ability to establish positive relationships with pupils, including those with special educational needs A willingness to undertake further training and professional development 	<ul style="list-style-type: none"> Previous experience of educational environment Previous experience of large software or hardware rollouts Previous experience of providing training to others Knowledge of legislation concerning data protection and disposal Experience in maintaining large server, WiFi and network systems Ability to identify work priorities and manage own workload A background in ICT systems or ICT support
Personal Qualities	<ul style="list-style-type: none"> Good communication skills Ability to solve problems 	

	<ul style="list-style-type: none"> • Calm, patient and an appreciation of a sense of humour • Team player • Flexible attitude • Proactive • Motivated • Well organized 	
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