

**Person Specification – ICT Network Manager**

**Education and Qualifications**

Essential

* Proven good standard of numeracy and literacy
* Professional qualification in IT to degree level or equivalent

Desirable

* Additional professional qualification in IT, e.g. MCSE, ITIL

**Relevant Experience**

Essential

* Ability to articulate technical ideas to non-technical people, both verbally and in writing.
* Able to self-lead, develop and motivate to achieve goals.
* Analytical and problem-solving skills.
* Understanding of networks, LAN, WAN and internet topologies, protocols and techniques together with a proven technical background in desktop computers, peripherals, software and other hardware.
* Working knowledge of relevant policies, procedures, codes of practice and awareness of relevant legislation.
* Ability to perform the physical tasks required by the post.
* Understanding of budgets
* 2 years’ IT Management experience leading an IT support function in a large or medium sized commercial or educational setting;
* Experience of dealing with partners and suppliers in the procurement of IT products and services;
* Experience of managing team;
* Working under pressure to tight deadlines;
* Knowledge of Safeguarding, Child Protection & E- Safety.

Desirable

* Experience and understanding of educational settings
* Experience of working with SIMS / FMS
* Knowledge of managing school website.

**Interpersonal Skills**

Essential

* Management/supervisory skills: the ability to lead and work with a team and foster a ‘can-do’ approach
* Business and customer service focused.
* Ability to maintain confidentiality.
* Ability to prioritise work, cope with competing deadlines, and work on own initiative to anticipate future requirements;
* Effective leadership and management skills.
* Excellent communication skills (written and verbal).
* Ability to communicate ideas effectively
* Flexibility, sense of humour, and a solution-focused approach

**Other**

Essential

* Knowledge and understanding of developments in technology;
* Excellent organisational skills;
* Proactive, flexible and resilient with good attendance and punctuality;
* Tact and diplomacy.
* Willingness to undertake training as required;
* Interest and enthusiasm for working in an educational setting to ensure the best outcome for students