



## PERSON SPECIFICATION - ICT TECHNICIAN

CRITERIA	QUALITIES
<b>Qualifications and training</b>	<ul style="list-style-type: none"><li>● A degree or higher qualification relevant to the role</li></ul>
<b>Experience</b>	<ul style="list-style-type: none"><li>● Be able to demonstrate experience of using Google education and MS applications</li><li>● Be experienced in working within an organisation, preferably an education institution, where ICT systems are used</li><li>● Be able to show understanding of open source software</li></ul>
<b>Skills and knowledge</b>	<ul style="list-style-type: none"><li>● Expert knowledge of Google, MS and education software/applications</li><li>● Knowledge of Health and Safety practices relating to educational establishments</li><li>● Excellent IT skills, including use of audio visual equipment</li><li>● Excellent communication and interpersonal skills</li><li>● Ability to build effective working relationships with staff, students &amp; stakeholders</li><li>● Ability to maintain formal inventories related to IT</li><li>● Knowledge of Safeguarding in a school setting</li><li>● Ability to absorb and understand a wide range of information</li></ul>
<b>Personal qualities</b>	<ul style="list-style-type: none"><li>● Commitment to promoting the ethos and values of the school and getting the best outcomes for all stakeholders</li><li>● Commitment to acting with integrity, honesty, loyalty and fairness to safeguard the assets and reputation of the school</li><li>● Demonstrate flexibility and an ability to work under pressure</li><li>● Commitment to maintaining confidentiality at all times</li><li>● Commitment to safeguarding and equality</li><li>● Able to show initiative and ability to prioritise work</li><li>● Ability to follow directions and work collaboratively with a line manager</li><li>● Desire to enhance and develop personal skills and knowledge through CPD</li></ul>
<b>Other</b>	<ul style="list-style-type: none"><li>● Be fluent in spoken and written Turkish <u>and</u> English</li><li>● A full Criminal Record &amp; employment history check is required for this post</li><li>● Additional safeguarding checks may be required as applicable</li><li>● All applicants must have the right to live and work in Turkey. The British Embassy School does not sponsor work permits for this role.</li></ul>