**Therfield School,**

**Dilston Road, Leatherhead, KT22 7NZ**

**Tel: 01372 818123 Fax: 01372 818124**

**E-mail: enquiries@lhead.therfield.surrey.sch.uk**

**Deputy IT Manager**

**Full time hours: 36 hours per week, in the range of 8am to 4.30pm daily, with some evening sessions**

**Salary in the range of SESSET 7 - £24,047 to £28,374**

We are seeking to appoint an enthusiastic and well-organised Deputy IT Manager to coordinate all day to day IT support within Therfield School. The position would involve running the IT helpdesk and line management of a technician, together with providing information and advice on innovations that could lead to improvements in the IT systems. The newly created position would report directly to the IT Manager who is on site one day a week. The position is available from June 2019.

The successful candidate would be expected to have wide ranging experience of core PC applications including MS Office 365, Windows 10 and server 2019, excellent interpersonal skills and a high level of initiative.

Therfield is a mixed 11-18 Community School where “There are strong relationships between staff and pupils that underpin a positive atmosphere in which pupils want to learn…[pupils] work well together and are confident to express their ideas…The school is characterised by a nurturing and caring ethos.” Ofsted 2019. Our School Vision and Aims reflect our ethos, which is to strive for the highest possible academic standards in an environment of exciting learning opportunities, where individuals can develop their talents in safe and friendly surroundings. These aims are reflected in our ethos of “The Best for All: Excellence, Leadership, Opportunity.” Leadership development for staff and students is a key focus of the school and we have a highly positive reputation for staff development.

The next steps:

If you are interested in the post, please contact the school for further information. If you believe you can meet our requirements, please apply. You can download an application pack from www.therfield.surrey.sch.uk, or alternatively email jkelly@therfield.surrey.sch.uk .

Closing date for applications is 9am on Wednesday, 22nd May, however, we reserve the right to appoint before the closing date so do suggest that applications are made as early as possible.

*Therfield School is committed to safeguarding and promoting the welfare of children and young people and expect all staff and volunteers to share this commitment. Applicants must be willing to undergo child protection screening appropriate to the post including checks with past employers and an enhanced DBS disclosure. It is committed to equal opportunities and welcomes applications from all sections of the community.*