|  |  |
| --- | --- |
| **Person Specification**:**Job Title:** ICT Network Engineer**Grade:** F (Spinal point 14-28) (36 hours per week term time only+ 4 weeks)**Salary**:  | **E = Essential****D = Desirable** |
| **Responsible to****Job Purpose** | E Learning Manager/Business ManagerTo be responsible for undertaking the implementation, maintenance and upkeep of school ICT systems and software. Contribute to the planning and development of the school ICT support service. |  |
| **Qualifications** | * GCSE IN Maths and English or equivalent.
* ITIL V 3 Foundation level or other relevant ICT qualification.
 | E D |
| **Specialist skills, knowledge and experience of:** | * Ability to support ICT services in responding positively to internal initiatives as well as national processes and inspections.
* Relevant hands on experience in an ICT environment.
* Aware of issues facing local authorities and schools.
* Receptive to new ideas, willing to change and encourages flexibility of approach and problem solving in others.
* An understanding of ITIL processes relevant to the role.
* Ability to establish school’s business needs and interpret into appropriate solutions.
* Proactively takes responsibility by making timely decisions based on factual data and evaluates a variety of solutions before making recommendations.
* Project management skills.
* Organisational skills with the ability to deliver agreed objectives within agreed timescales.
* Ability to mentor/coach staff showing tolerance of mistakes and supporting learning and self-development.
 | EEDEDEEDEE |
| **Personal Qualities****The post holder should be:** | * Quickly builds rapport, easily establishes relationships and relates well to different types and groups of people.
* Able to work to deadlines.
* Flexible and adaptable in his or her approach to the job.
* Enthusiastic and committed.
* Able to work on his or her own initiative.
* Able to treat information confidentially.
* A good team player.
* Willing to learn how to use new technology/hardware and undertake training as required.
* Establish and consistently demonstrate high levels of productivity and personal motivation.
* Maintain high professional standards and drive school improvement.
* Believes in and supports the school’s vision and values.
* Able to communicate complex technical issues in plain language for a non-technical audience.
* Remains calm under pressure and reacts well to change and remains positive.
* Flexible and adaptable.
 | DEEEE EEEEEEEEE |