



ICT Technician

Short listing will be based on the criteria listed below in the Person Specification. Applicants should therefore show in their application how their skills and experience match those criteria.

Details of Person Specification	
Job Title: ICT Technician	

1. Skills and Abilities

No	Description	Method of Assessment
	Essential	
1.1	Evidence of being a good communicator	Application form/interview
1.2	Enthusiastic approach to Customer Service	
1.3	Strong Audio Visual skills	
1.4	Strongly task-driven/multi-tasking	
1.5	Pro-active learner	
1.6	Good oral and written communication skills	
1.7	Self-motivated.	
1.8	Sound problem analysis and problem-solving skills	
1.9	Ability to identify and set key priorities	

2. Qualifications

No	Description	Method of Assessment
	Desirable	
2.0	Must hold a valid driving licence and have means of transport.	Application form, certificates Application form, interview
2.1	A level or BTEC level 3 Qualification in Computing or equivalent	

3. Knowledge / Experience

No	Description	Method of Assessment
	Essential	
2.2	Strong knowledge of Windows 7/10	Application form/interview
2.3	Evidence of Windows Server 2012 / 2016 Administration	
2.4	Experience of delivering customer focused ICT services	
2.5	A strong technical understanding of ICT systems	
2.6	Experience of working with a helpdesk tool	
2.7	Experience of administering Office 365 or GSuite	
	Desirable	
2.8	Experience of working in Education	Application form /interview
2.9	Knowledge of Apple technologies	
3.0	Proven experience of server and network infrastructure	
3.1	Knowledge of school MIS	
3.2	Experience of working with Virtual server/client environments	
3.3	Experience of administering system backups	