



| Person Specification: IT and Data Services Manager | | |
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| Criteria | Essential | Desirable |
| Qualifications and training | | |
| IT-based degree, or a degree with technical content (e.g. Mathematics or Engineering), or equivalent professional experience/qualification | ✓ | |
| Professional management or project management qualification | | ✓ |
| Formal Microsoft, VMWare or Cisco qualification | | ✓ |
| Experience and skills | | |
| Minimum of 5 years' experience in managing current corporate network architectures including server virtualization and Storage Area Networks | ✓ | |
| Experience of Microsoft Active Directory infrastructure, VMWare, cloud technologies such as Office365 | | ✓ |
| Customer-facing Service Management experience | ✓ | |
| Ability to undertake strategic planning including prioritisation of different goals to meet budget constraints | ✓ | |
| Project management experience including working as the IT lead within a larger project | ✓ | |
| Significant leadership and line management experience within an IT environment | ✓ | |
| Experience of managing IT budgets and prioritisation | ✓ | |
| Experience of managing critical supplier relationships | ✓ | |
| Strong presentational skills up to board level | ✓ | |
| Experience of working in an educational environment | | ✓ |
| Personal | | |
| Excellent communication skills (written and verbal) | ✓ | |
| Flexibility and willingness to provide excellent customer service | ✓ | |
| Ability to deal with customers in stressful situations | ✓ | |
| Highly analytical | ✓ | |
| Good administrative skills | ✓ | |
| Ability to establish good working relationships within your team, with colleagues and internal customers | ✓ | |
| Strong commitment to overcome problems to get the job done | ✓ | |
| Ability to appreciate the workload and skills of the team and to allocate tasks appropriately | ✓ | |



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| Exhibits a proactive approach to welfare and health and safety in the workplace | ✓ | |
| Methodical and disciplined, able to identify the need for, and to develop, appropriate processes and procedures | ✓ | |
| An empathy for the works of the monastic community | ✓ | |
| Satisfy all criteria and checks relating to suitability to work in a school environment | ✓ | |