

May 2019

Dear Applicant

Re: ICT Technician - The Weald School

We have an excellent opportunity for a keen and talented individual to join our Network Support team from June 2019. There are excellent progression opportunities and, for the right applicant, there is an opportunity to complete the Level 3 Infrastructure Technician apprenticeship.

We are looking for someone who can demonstrate a keen interest in ICT and who has an aptitude for ICT problem solving. You will see from the attached person specification that your personal qualities and skills are probably more important than your experience to date.

Initially your time will be spent manning our help desk and assisting with more straightforward tasks. We will then expect you to develop and grow in the role such that you will be in a position to take on greater responsibility over time. You will receive on the job training and development and, if undertaking the apprenticeship, one day a week will be spent in formal training at a local College.

An application form should be completed for this post, and when completing the additional information section of the form please:

- Outline the experiences you have had to date that have prepared you for this post
- Describe the skills and strengths which you will bring to the school
- State whether you wish to be considered for the Level 3 Apprenticeship

You should email your completed application form to jobs@theweald.org.uk.

The closing date for applications is **Tuesday 21st May**. Please submit your application as soon as possible as some interviews may take place prior to the closing date. Final interviews will take place on **Friday 24th May**.

Please note that due to limited resources at the school, we will only contact you if you have been shortlisted for interview, so if you do not hear from us by 2 weeks after the closing date you should assume that your application has been unsuccessful on this occasion.

We very much look forward to receiving your application form, and should you have any queries relating to this post please do not hesitate to contact Julia Martin, our Network Manager, on 01403 787200.

Yours sincerely



Kate Truss
Business Manager