PERSON SPECIFICATION ICT TECHNICIAN

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| **General heading** | **Detail** | **Examples** |  |
|  | Literacy | Ability to read and write technical reports |  |
| Numeracy | Good numeracy skills |  |
| Technology | Excellent working knowledge of equipment and ICT packages relevant to specialist area |  |
| **Communication** | Written | Ability to write detailed reports, letters etc. |  |
| Verbal | Ability to use clear language to communicate complex information unambiguously  Ability to listen effectively |  |
| Languages | Seek support to overcome communication barriers with children and adults  Knowledge of specialist terminology etc. |  |
| Negotiating | Ability to negotiate effectively with adults and children |  |
| Health & Well being | Understand and support the importance of physical and emotional wellbeing |  |
| **Working with others** | Working with partners | Ability to make a proactive contribution to  the work of the team supporting children |  |
| Relationships | Ability to establish rapport and respectful and trusting relationships with children and other adults |  |
| Team work | Ability to work effectively with a range of adults  Ability to motivate and inspire |  |
| Information | Ability to provide timely and accurate  information |  |
| **Responsibilities** | Organisational skills | Good organisational skills  Ability to remain calm under pressure |  |
| Line Management | N/A |  |
| Time Management | Ability to plan and manage own time effectively |  |
| Creativity | Demonstrate a creative approach to supporting learning |  |
| **General** | Equalities | Awareness of and promotion of equality |  |
| Health & Safety | Good understanding of Health & Safety |  |
| Child Protection | Understand and support child protection procedures |  |
| Confidentiality/Data Protection | Understand procedures and legislation relating to confidentiality |  |
| CPD | Demonstrate a clear commitment to develop and learn in the role |  |