##

## Person Specification: IT Technician

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| **Attributes** | **Essential** | **Desirable** |  **How IDENTIFIED** |
| **Education, Training and Experience** | * Good working knowledge of Microsoft Desktop Operating Systems and Applications.
* Flexible approach to working.
 | * Experience in the workplace.
* Knowledge of Server 2016/2019.
 | Application form and interview. |
| **Skills and Knowledge** | * Excellent Communication skills both oral & written.
* Ability to maintain confidentiality at all times.
* Understanding of the needs of staff and students in a school.
* Demonstrates enthusiasm for new technologies and developments in the industry.
* Ability to carry and set-up IT equipment.
 | * Problem-solving and resolution abilities on a wide range of software, hardware and network issues.
 | Application form and interview |
| **Personal Qualities** | * Ability to meet deadlines & work under pressure.
* Good organisations skills and self-management.
* Excellent interpersonal skills.
* Ability to work as part of a team, open, friendly, polite and flexible.
* Enthusiasm & commitment to hard work.
* Good sense of humour.
* Willingness to undertake CPD as appropriate.
 | * Methodical approach to work, attention to detail important.
 | Application form and interview. |
| **Safeguarding** | * Able to demonstrate an understanding of safeguarding
 | * Have an understanding of and be able to demonstrate a commitment to Equal Opportunities and Diversity.
 | Application form and interview. |