**Shape

Description automatically generated with medium confidence**

**Person Specification – Trust IT Technician**

| Requirements | | Essential | Desirable | Proposed  selection method\* |
| --- | --- | --- | --- | --- |
| Personal Qualities | Flexibility and a willingness to adapt to changing circumstances and to work under pressure.  Honesty, reliability, integrity, and commitment.  Ability to act as a motivated team member.  Ability to adhere to written procedures and policies. | X  X  X  X |  | A/I  A/I  A/I  A/I |
| Experience | Basic Windows Server knowledge (2012-2019) including DNS, DHCP, Active Directory, Group Policy  Windows 10 desktop support and maintenance  In depth knowledge of Microsoft Office 2016/2019/365  Excellent IT skills and computer literacy.  Experience of desktop/laptop hardware and peripheral equipment repair and maintenance.  Experience of Azure AD, Intune, Microsoft 365, Microsoft Deployment Toolkit/WDS,  Hyper-V, Google Admin, Chrome OS  Experience in a technical support position in the public or private sector  Experience of using HP Aruba and Cisco networking equipment. | X  X  X  X  X  X | X  X | A/I  A/I  A/I  A/I  A/I  A/I  A/I  A/I |
| Qualifications | 5 GCSE’s including Maths and English (Grade C / 4 minimum and above) or equivalent.  IT related qualification(s). | X | X | A  A |
| Skills and Knowledge | Communicate effectively both orally and in writing with governors, students, staff, parents, and external clients.  Develop good relations with staff, students, and others.  Monitor outcomes and report them back to supervisory staff.  Have good problem-solving skills.  Be able to show initiative when appropriate.  Be able to manage a range of priorities and prioritise responses.  Ability to provide informal training to staff/pupils of hardware/software | X  X  X  X  X  X  X |  | A/I  A/I  A/I  A/I  A/I  A/I  A/I |
| Equal Opportunities | Awareness, understanding and commitment to the pursuit of equal opportunity, in terms of service delivery and employment practice.  Awareness of discrimination policies. | X  X |  | A/I  A/I |
| Work Related Circumstances | Be willing to undertake further training and development, as necessary, to enhance service delivery and self-development.  Willingness to participate in a shift-type working pattern or work overtime if required.  Be able and willing to travel between all Trust Schools, including any new schools that subsequently join the Trust.  Driving license and use of a vehicle to travel to work | X  X  X | X | A/I  A/I  A/I  A/I |

A = Application I = Interview