

Northern Education Trust
Post: ICT Technician
PERSON SPECIFICATION

			Assessed by:	
No	Categories	Essential / Desirable	App Form	Interview / Task
QUALIFICATIONS				
1.	5 GCSE's or equivalent, including English and Maths	E	✓✓	
2.	Willingness and ability to obtain and/or enhance qualifications and training for development in the post	E	✓✓	
3.	Evidence of continuous professional development and training	E	✓✓	
EXPERIENCE				
4.	Experience of working in a school environment	E	✓✓	✓✓
5.	Experience of working in an IT support role	E	✓✓	✓✓
6.	Experience of network protocols and VLANs	E	✓✓	✓✓
7.	Experience of using Microsoft Office packages, SIMS, databases and web technologies	E	✓✓	✓✓
8.	Experience of anti-virus solutions	E	✓✓	✓✓
ABILITIES, SKILLS AND KNOWLEDGE				
9.	Excellent communication and listening skills	E	✓✓	✓✓
10.	Ability to respect and maintain confidentiality	E	✓✓	✓✓
11.	Good understanding of current software operating systems.	E	✓✓	✓✓
12.	Ability to relate to students in a pleasant the sympathetic manner and to recognise potential child safeguarding issues	E	✓✓	✓✓

13.	Efficient and effective organisational skills	E	✓✓	✓✓
14.	Excellent customer service skills and ability to respond quickly as circumstances dictate.	E	✓✓	✓✓

			Assessed by:	
No	Categories	Essential / Desirable	App Form	Interview / Task
15.	Ability to work effectively as part of a team, understanding Academy roles and responsibilities and your own position within these.	E	✓✓	✓✓
PERSONAL QUALITIES				
16.	A strong commitment to the Trust values and ethos	E	✓✓	✓✓
17.	Commitment to support the Trust's agenda for safeguarding and equality and diversity	E	✓✓	✓✓
18.	A flexible approach and strong work ethic	E	✓✓	✓✓