



**BISHOP CHADWICK CATHOLIC EDUCATION TRUST**

**PERSON SPECIFICATION**

**POST TITLE:** Lead IT Engineer

**GRADE:** Band 6

	<b>ESSENTIAL</b>	<b>DESIRABLE</b>	<b>METHOD OF ASSESSMENT</b>
<b>Educational Attainment</b>	<ul style="list-style-type: none"> <li>Relevant degree or HND and/or significant practical experience in a related sector ie. Education, commercial enterprise, or managed IT services, with high quality impact</li> <li>5 GCSE's A-C including Maths and English</li> <li>Microsoft or CompTIA qualification such as MCP, A+, or Network+</li> </ul>	<ul style="list-style-type: none"> <li>MCSA Windows Server 2012/2016</li> <li>Cisco CCNA</li> <li>ITIL Foundation Qualification</li> </ul>	<ul style="list-style-type: none"> <li>Application form</li> <li>Certificates</li> </ul>
<b>Work Experience</b>	<ul style="list-style-type: none"> <li>Experience of leading and managing staff</li> <li>Successful experience of leading and delivering strategies from concept to production, to include writing technical documentation and project planning</li> <li>Experience of devising IT strategies that meet the needs of the organisation and presenting these to Senior Leaders</li> <li>Installation, configuration, and maintenance of Microsoft Windows Desktop and Server &amp; MS Office</li> <li>Maintenance,</li> </ul>	<ul style="list-style-type: none"> <li>Experience of administering firewalls (ideally Cisco)</li> <li>Administration of Microsoft SQL</li> <li>Administration of School MIS products such as SIMS</li> <li>Experience of working a multi-site Enterprise/Educational environment</li> </ul>	<ul style="list-style-type: none"> <li>Application form</li> <li>Interview</li> <li>References</li> <li>Case study/in tray exercise</li> </ul>

	<p>configuration and troubleshooting of clustered hypervisor environments including Hyper-V and/or VMWare as well as SCCM/MDT</p> <ul style="list-style-type: none"> <li>• Installation, configuration, and maintenance of Microsoft Office 365 or Google GSuite, Microsoft Exchange (on-premise or online)</li> <li>• Maintenance and configuration of enterprise backup systems and enterprise antivirus platforms</li> <li>• Administration of SANs and related technologies, Print management solutions (ideally PaperCut)</li> <li>• Administration of web filtering products</li> <li>• Experience of administering managed switching environments and technologies (ideally Cisco)</li> <li>• Experience of administering managed WiFi environments and technologies (ideally Cisco)</li> <li>• Maintenance of Interactive whiteboards and/or audio-visual equipment</li> </ul>		
<b>Knowledge/ Skills/ Aptitudes</b>	<ul style="list-style-type: none"> <li>• Excellent communication, organisational and time management skills; ability to convey complex, technical information with clarity to a range of audiences</li> <li>• Effective Problem Management skills</li> <li>• Ability to work as part of a team and individually on projects</li> <li>• Strongly task-driven/multi-tasking</li> <li>• An attitude of right first-time installations</li> <li>• Self-motivated with the ability to effectively</li> </ul>	<ul style="list-style-type: none"> <li>• Knowledge of a variety of educational software and platforms</li> </ul>	<ul style="list-style-type: none"> <li>• Interview</li> <li>• References</li> </ul>

	<ul style="list-style-type: none"> <li>plan and prioritise work without supervision</li> <li>• Have a willingness to demonstrate commitment to the values and behaviours which flow from the Bishop Chadwick Catholic Education Trust ethos</li> <li>• Positive approach to change and continuous improvement and ability to support and manage others through change</li> <li>• Ability to work with children and young adults</li> <li>• Ability to clearly identify and understand student and staff needs and business implications</li> <li>• Ability to develop productive working relationships with all stakeholders</li> </ul>		
<b>Disposition</b>	<ul style="list-style-type: none"> <li>• Pro-active learner</li> <li>• Enthusiastic approach to Customer Service</li> <li>• Team player prepared to “do what it takes” to achieve results</li> <li>• Commitment to safeguarding and promoting the welfare of children and young people</li> <li>• Ability to think and lead strategically with strong attention to detail</li> <li>• Decisive, able to work calmly under pressure, manage time effectively and meet deadlines</li> <li>• Personal Integrity, honesty and sound judgement</li> </ul>		<ul style="list-style-type: none"> <li>• Interview</li> <li>• References</li> </ul>
<b>Circumstances</b>	<ul style="list-style-type: none"> <li>• Prepared to work outside of normal office hours when required</li> <li>• Valid UK driving licence and access to a car</li> </ul>		<ul style="list-style-type: none"> <li>• Interview</li> </ul>