

### BISHOP CHADWICK CATHOLIC EDUCATION TRUST

**PERSON SPECIFICATION**

**POST TITLE:** IT Engineer

**GRADE:** Band 5

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|  | **ESSENTIAL** | **DESIRABLE** | METHOD OF ASSESSMENT |
| **Educational Attainment** | * Qualified to NVQ3/A Level or above in IT or IT equivalent qualification, or equivalent in a relevant field. * 5 GCSE’s A-C including Maths and English. | * MCSA Windows Server 2012/2016 * Cisco CCNA * ITIL Foundation * Microsoft or CompTIA qualification such as MCP, A+, or Network+ | * Application form * Certificates |
| **Work Experience** | * Significant experience of working in ICT Support * Experience of working with Client Server networks * Experience of supporting hardware and software (organising returns, fault finding etc) * Experience in managing/maintaining Windows servers specially Active Directory, Group policies, DNS, DHCP | * Experience of working in a school environment * Experience of working with third party network management tools * Experience of administering Wordpress websites * Experience of cashless catering systems/income management systems * Knowledge of SCCM for imaging, Apple Mac Server operating system and imaging iMacs. * Knowledge and understanding of print management solutions e.g. PaperCut * Knowledge and experience of Microsoft Exchange and mailbox management * Experience of troubleshooting Remote Desktop Services * Knowledge of IP CCTV systems, SAN, Veeam, MS DPM and Hyper-V infrastructure. | * Application form * Interview * References |
| **Knowledge/**  **Skills/**  **Aptitudes** | * Knowledge and understanding of the latest MS Windows operating systems * Knowledge and understanding of Layer 3 networks, VPN, VLAN, VoIP, wireless LAN * A good understanding of local area networks * Able to set-up and install a varied range of hardware and software * Good written and verbal communication skills * Proven track record of effective Problem Management * Excellent communication, organisational and time management skills; ability to convey complex, technical information with clarity to a range of audiences * Have a willingness to demonstrate commitment to the values and behaviours which flow from the Bishop Chadwick Catholic Education Trust ethos * Positive approach to change and continuous improvement and ability to support and manage others through change * Evidence of excellent relationships with young people and adults * Ability to develop productive working relationships with all stakeholders | * Able to set-up network infrastructure and fault find where applicable * Awareness of the e-safety agenda | * Interview * References * Technical Scenarios (written assessment) |
| **Disposition** | * Flexible approach to work * Committed to further development/learning new skills as required * Committed to the principles of equality and diversity * Supportive of the catholic ethos of the school * Able to work well as part of a team * Able to manage own workload * Able to work to tight deadlines * Enthusiastic approach to Customer Service * Personal Integrity, honesty and sound judgement |  | * Interview * References |
| **Circumstances** | * Full current driving licence or access to a means of mobility support * Enhanced clearance from the Disclosure and Barring Service |  | * Application form * DBS check |