



## ICT TECHNICIAN – PERSON SPECIFICATION

E = Essential D = Desirable

<b>1</b>	<b>Aptitudes</b>		<b>Evidenced by</b>
1.1	To communicate effectively and positively with all staff, students and suppliers	E	A, I
1.2	Strong organisational skills	E	A, T
1.3	To have the ability to work well within a team	E	A, I
1.3	Ability to relate to young people	E	A, I
1.4	To take initiative and work independently	E	I, T
1.5	To be enthusiastic and have a positive attitude	E	A, I
1.6	To work with accuracy	E	A, T
1.7	Ability to plan, prepare and prioritise	E	A, T
<b>2</b>	<b>Characteristics</b>		
2.1	Open, honest and approachable	E	I
2.2	Willingness to be flexible in order to meet the needs of the school	E	I
2.3	Self-motivated and hard working	E	I
2.5	Innovative and creative	E	A, I
<b>3</b>	<b>Skills</b>		
3.1	Excellent ICT Skills including Microsoft applications and Windows 10 and Server 2016 operating systems	E	A
3.2	Aptitude for working with computer hardware and software	E	A
3.4	Have the ability to fault find basic hardware failures	E	A, T
3.5	To operate safe working practices	E	A
<b>4</b>	<b>Qualifications and Experience</b>		
4.1	Background in ICT or ICT within a learning environment	D	A
4.2	Experience of PC's in a Windows 10 environment	E	A, I
4.3	Good understanding of Health and Safety	E	A
4.4	IT Qualification, e.g. CCNA, MCSA, BTEC National Diploma	D	A, I
4.5	Previous ICT experience	E	A
<b>5.</b>	<b>Safeguarding Children</b>		
5.1	Ability to maintain appropriate relationships and personal boundaries with children and young people	E	A, I
5.2	Understanding the importance of safeguarding and child protection and its impact on this role.	E	A, I

A – Application

R – References

I – Interview

T - Task