

## Lawrence Sheriff School

Home of the Coventry and Central Warwickshire Teaching School Hub

## IT TECHNICIAN

**Required from June 2022**

**37 hours per week - Monday to Friday, 52 weeks per year**

**Salary on Scales E - F (Points 5 - 10, £19,650 - £22,129 FTE)**

Lawrence Sheriff School is an outstanding boys’ grammar school of approximately 1040 students, over 380 of whom are in our coeducational sixth form. As a National Teaching School, we have played a significant role in initial teacher training and continuous professional development across the region. Our Teaching School Hub status also enables us to offer all staff varied and interesting opportunities to enhance their practice.

We are looking to appoint an experienced individual to work with the school's Director of IT Services, supporting and maintaining Lawrence Sheriff School's IT network infrastructure and PC hardware.

The successful candidate will be the first point of call for requests made to the IT Helpdesk providing a basic first line of technical support. Routine duties will include the provision of support to teaching staff and students in their use of IT, setting up equipment such as laptops, data projectors, sound systems and other specialist IT equipment and maintaining the audio / visual, print, hardware and software requirements of the school.

The appointed person will need to be proactive and tackle the range of challenges that a busy school IT network inevitably produces. They will need to be a good communicator and work well as part of a team.

Applicants must be able to deal sensitively with matters of confidence whilst following the School Child Protection policy, for which training will be given.

To download an application pack please visit our website: [www.lawrencesheriffschool.net](http://www.lawrencesheriffschool.net). To apply please complete and return the job application and equality details forms to the Personnel Department at [recruitment@lawrencesheriffschool.com](mailto:recruitment@lawrencesheriffschool.com), along with a letter of application. Please do not submit CVs, as only the job application form will be considered.

For further information please contact Personnel - E‑mail: [recruitment@lawrencesheriffschool.com](mailto:recruitment@lawrencesheriffschool.com), Tel: 01788 542074.

Closing date for applications:

**09.00 am on Monday 6th June 2022**

*Lawrence Sheriff School is committed to safeguarding and promoting the welfare of children.*

*The successful applicant will be required to undertake an Enhanced DBS check.*