

## Baginton Fields School

*“Dedicated to delivering inspirational learning experiences.”*

### PERSON SPECIFICATION

#### IT TECHNICIAN.

Requirements	Essential	Desirable	Assessed by
Experience	<ul style="list-style-type: none"> <li>• Excellent working knowledge of equipment and ICT packages relevant to the school.</li> <li>• Experience of working as an ICT Technician.</li> </ul>	<ul style="list-style-type: none"> <li>• Experience of working within a school/college.</li> <li>• Experience of SIMS/FMS.</li> </ul>	App / Ref
Qualifications/training	<ul style="list-style-type: none"> <li>• GCSE English &amp; Maths to at least Grade C/level 4</li> </ul>	<ul style="list-style-type: none"> <li>• NVQ3 or equivalent in relevant subject area</li> </ul>	App / Ref
Skills	<ul style="list-style-type: none"> <li>• Well-developed analytical, planning and organisational skills.</li> <li>• Ability to manage own time effectively.</li> <li>• Ability to prioritise own workload.</li> <li>• Working knowledge of Microsoft packages and Management Utilities Develop and maintain effective record keeping/management information systems.</li> <li>• Communicate effectively with a wide range of audiences.</li> <li>• Digital and graphic design.</li> </ul>	<ul style="list-style-type: none"> <li>• Previous use of Microsoft Server Technologies (AD, DNS, DHCP, SCCM, WSUS and IIS).</li> <li>• Previous use of cloud platforms.</li> <li>• Ability to demonstrate a highly creative approach to supporting students and staff and an ability to resolve complex problems independently.</li> <li>• Website design and maintenance.</li> </ul>	App / Ref  App / Ref App / Ref/Int   Int App / Ref

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<p>Personal Qualities</p>	<ul style="list-style-type: none"> <li>• Record of excellent time keeping and attendance.</li> <li>• Committed to equality of opportunity.</li> <li>• Excellent communicator.</li> <li>• Able to work effectively as part of a team.</li> <li>• Self-motivated, able to work independently without supervision.</li> <li>• Empathy for students with a learning difficulty / disability.</li> <li>• Commitment to keeping children safe.</li> <li>• Positive in outlook with a good sense of humour.</li> <li>• Robust and realistic.</li> <li>• Drive and Energy.</li> <li>• Able to work flexibility and be responsive to unanticipated problems and demands.</li> </ul>	<p>Committed to own professional development opportunities.</p>	<p>Ref Int App / int Ref/int Ref / Int</p> <p>Ref Int Ref Ref Int Int App/ref</p>
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