



# ELLESMERE PORT CATHOLIC HIGH SCHOOL

*'I have come so that they may have life and have it to the full'* John 10.10

## PERSON SPECIFICATION

### IMPORTANT

#### THE REHABILITATION OF OFFENDERS ACT

The provisions of the Rehabilitation of Offenders Act relating to the non-disclosure of spent convictions do not apply to this job, **YOU MUST, THEREFORE, DISCLOSE WHETHER YOU HAVE ANY PREVIOUS CONVICTIONS ON THE BACK PAGE OF THE APPLICATION FORM.**

Our school community places the highest priority on keeping children safe; the successful applicant will be subject to an enhanced Disclosure and Barring Service check. Further information is contained in the Further Details document enclosed.

**JOB TITLE: ICT Technician**

**GRADE: 4**

**JOB REF: AAAE5011**

CRITERIA	ESSENTIAL	DESIRABLE
<b>Qualifications and training</b>	ICT-related A Level or NVQ level 3.  Enhanced DBS clearance.	Certifications from Microsoft, Cisco, CompTIA, or similar organisations.
<b>Relevant experience</b>	Experience of working in a similar environment.	Experience of working with audio, visual and lighting systems.
<b>Skills and knowledge</b>	Understanding of Microsoft Windows operating systems, computer networking, and PC hardware.  Hardware and software troubleshooting and fault diagnosis.  Good communication skills with adults and students.  Understanding of network security issues, firewall rules & GDPR. Knowledge of Windows Server and Active Directory.  Knowledge of Wi-fi systems & security.	Knowledge of switching and routing.  Experience of building desktop computers and repairing laptops.  Understanding of IP CCTV systems.  Familiarity with PaperCut, Azure Active Directory and Office 365.  Understanding of biometric cashless catering systems.  Experience with WordPress or other content management systems.
<b>Personal qualities</b>	To be able to work as part of a team and build positive relationships.	Have excellent written and verbal communication skills, including an ability to convey complex technical information in terms

	<p>Ability to take initiative and seek advice where appropriate.</p> <p>Energy and enthusiasm.</p> <p>Commitment to safeguarding and promoting the welfare of children and young people.</p> <p>A commitment to continue own personal development.</p>	<p>comprehensible to non-technical colleagues and students.</p> <p>Demonstrable experience of providing a service which helped others.</p>
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