



Person Specification – ICT Technician

Criteria	Essential	Desirable
<p>Education</p> <p>Training</p> <p>Professional Qualifications</p>	<p>High School/Further education.</p> <p>Competency with Windows XP, Vista, Windows network environment.</p> <p>Knowledge of & competency with Windows Server 2003</p>	<p>College/University education</p> <p>Qualification in Windows XP / Vista</p> <p>Qualification in Windows Server 2003</p>
<p>Skills and Abilities</p>	<p>Fluency in the English language</p> <p>Able to work on his/her own initiative</p> <p>Demonstrate practical knowledge and problem-solving strategies</p> <p>High quality inter-personal skills</p> <p>Sensitivity to the different levels of expertise within the teaching staff within school</p> <p>Keep abreast of new developments in software and hardware.</p> <p>Basic set up, checking and maintenance of networked PCs.</p> <p>Able to perform basic PC hardware repairs and upgrades.</p> <p>Able to keep accurate records of e.g. installed hardware and software and support requests.</p> <p>Able to work within organisational policies and procedures such as school's disaster recovery plan and virus protection procedures.</p>	<p>Able to perform basic diagnostic and recovery routines on network equipment including the server</p> <p>Able to advise and train staff and pupils and produce help sheets.</p> <p>Able to track expenditure against an agreed budget and take responsibility for purchase of lower-value items</p> <p>Able to implement and suggest improvements to school backup, virus protection and security policies.</p>
<p>Experience</p>	<p>Working as a technician in an IT environment</p>	<p>Working in an educational environment/with children.</p>