



**Grays Convent High School**

College Avenue  
Grays, Essex  
RM17 5UX

Tel: 01375 376173

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**Headteacher:** Mrs Penny Johnson

**Immediate start** – Grays Convent High School has a vacancy for a full-time **NETWORK MANAGER**

Educational background would be advantage with use of SIMS and FMS. Main duties include:

- Administrative and operational responsibility for all PC servers, desktops, notebooks, associated peripherals and all switch hardware configurations.
- To develop and implement plans for hardware and software purchase. Installation, configuration and maintenance in conjunction with technology enhancements.
- Provide support and training to staff and pupils to ensure efficient use of the network.

This is a Band 6 post, **£23,670-£30,894 (depending on experience)** and is contracted for **37 hours per week, Monday–Thursday 8.00am-4.00pm and Friday 8.00am-3.30pm. All annual leave must be taken during school holidays**

Grays Convent High School is a Catholic Girls' School educating 11-16 year olds. We are committed to teaching the Christian faith and to providing an excellent education. There are approximately 600 pupils on role. Every pupil is encouraged to meet her potential in all areas: spiritually, academically and socially. We have high expectations of what our pupils can achieve and of how we can work together as a Christian community. We believe that in a single-sex environment our pupils have the freedom to try out every opportunity and develop their talents. We provide opportunities for our girls to become confident and successful young women able to respond to the challenges of the world around them.

***We are committed to safeguarding and promoting the welfare of our pupils and young people. The successful applicant will therefore be required to complete an enhanced Criminal Records Disclosure. We encourage applications from all sectors of the community to reflect our diverse student population.***

An application pack is available by emailing [finance@graysconvent.thurrock.sch.uk](mailto:finance@graysconvent.thurrock.sch.uk) or on the school website [www.graysconvent.thurrock.sch.uk](http://www.graysconvent.thurrock.sch.uk) ***Please note that all applicants will be required to complete a Catholic Education Service application form and CVs will not be accepted.***

Closing date: **9am on Monday 23<sup>rd</sup> November**

Interview date: To be confirmed