

CHENEY SCHOOL ACADEMY TRUST

PERSON SPECIFICATION FOR IT TECHNICIAN, IT DEPARTMENT

Job Title: IT Technician Department: IT Department

Specification	Essential	Desirable
Education and training		Relevant IT qualification or equivalent IT experience
Experience	Experience working with Windows 7 and Windows 10 Demonstrable experience of the use of a range of ICT equipment and applications Experience working with Microsoft Office.	1 year or more working in IT (employed or as part of an apprenticeship) Experience of working on Apple Macs Experience of remote support or telephone support roles. Experience of working with an IT helpdesk system
Knowledge and Skills	Able to give clear and concise guidance to others Able to keep accurate records Excellent oral and written communications skills A willingness to help others A strong desire to learn new skills and keep up to date with developments in ICT. Well organised and be able to prioritise workload.	Basic understanding of how large IT networks function