

**CST ICT Technician
Person Specification**

Short listing will be based on the criteria listed below. Applicants should therefore show in their application how their skills and experience match those criteria.

Method of assessment: A (application form); I (interview); C (certificates)

Essential	Method of Assessment (A / I / C)
Ability to clearly communicate technical issues to non-specialists and, when required, to logically guide staff and students through steps needed to resolve issues.	A / I
Initiative and flexibility. Ability to deal with unexpected or unplanned situations or reactions during the school day.	A / I
Excellent organisational and time management skills.	A / I
Able to build positive relationships with staff and students.	A / I
Commitment to professional development.	A / I
Proven experience in an IT environment, with hands on experience of server maintenance, repair and recovery.	A / I
Experience and detailed understanding of Windows networks/servers (AD, DHCP, DNS, Group Policy, etc.)	A / I
The ability to learn quickly, research ably and work without assistance when required.	A / I
Must be able to make decisions alone, but approach line manager when appropriate.	A / I
Understanding of technical standards, applications and principles enabling all systems to be supported, maintained and developed.	A / I
Excellent understanding of Server Hardware and Software (including operating systems).	A / I
Confident user of the majority of desktop applications, Microsoft Office, Adobe.	A / I

Understand the principles of structure cabling and practicalities of connecting network devices (routers, switches etc.).	A / I
The ability to document and record network changes for future reference and change logs.	A / I
Understand the function of network file systems and of file and user administration utilities.	A / I
Ability to diagnose / troubleshoot problems in a logical and focused manner.	A / I
Competent numeracy skills.	A / I
Ability to work as part of a successful team.	A / I
Effective planning and organising skills.	A / I
Understanding of software licensing rules.	A / I
Self-motivated and willingness to work flexibly according to the needs of the school.	A / I
Ability to work to deadlines and under pressure.	A / I
Reliable.	A / I
Able to work under pressure and maintain a sense of humour.	A / I
The post holder will be required to provide technical support for school events and attend some meetings outside of school time.	A / I
The post holder will at times undertake manual handling of equipment.	A / I
Knowledge and understanding of the relevant sections of the Data Protection Act and Health and Safety at Work Act or a commitment to undergo training as required.	A / I
Desirable	Method of Assessment (A / I / C)
Technology related qualifications such as VMWare, Cisco, HP, Microsoft etc.	A / I / C
Experience in a school related ICT Network environment.	A / I
Knowledge of virtualisation platforms such as Hyper-V.	A / I
Evidence of Windows Server Administration	A / I
Experience of GSuite Administration	A / I

We are committed to safeguarding and promoting the welfare of children, young people and adults and expect all staff and volunteers to share this commitment. All posts at Cathedral Schools Trust are subject to pre-employment checks including, but not limited to, initial and periodic enhanced level checks with the Disclosure and Barring Service.

Cathedral Schools Trust recognises the strength in diversity. Our schools have a wide range of cultural, socio economic and religious influences and we use this to ensure that we broaden our understanding of each other and the world. We welcome applications of all backgrounds but particularly welcome those from BAME backgrounds as we recognise that our staff team does not currently reflect the diversity of our student body.

As part of our commitment to equal opportunities, we ask that all applications are made using our application form and are accompanied by an equal opportunities form. The equal opportunities form is anonymous and is not shared with the shortlisting panel.