

PERSON SPECIFICATION

JOB TITLE:

Assistant Network Manager

Attributes	Essential	Preferred
Education/Qualifications	Level 3 IT qualifications.	Recognised qualifications in: (i) Network Management (ii) PC Maintenance and Repair. E.g. MCP, MCDST, A+, Network Plus.
Experience	Minimum of 2 years relevant experience Experience of Windows 2003 servers- Active Directory- Group Policies- Exchange servers.- SQL Servers- ISA and RAID technologies. Windows XP clients Knowledge of network structure, switch technology and fault finding. Understanding of internal telecommunication system.	Previous experience of Network Management Experience of school-related software e.g. SIMS, Key Solutions, curriculum-related packages Line Management experience.
Skills/Knowledge/Aptitude	Ability to work collaboratively with colleagues throughout the school Ability to communicate effectively with colleagues and pupils Ability to provide training and support on ICT packages Understanding of the use of ICT in a classroom setting	Previous experience of using ICT in an educational setting Evidence of further professional development in the ICT field Ability in planning and implementation of ICT development across a large site Ability to manage a budget effectively

Planning and recruitment responsibilities

Good Leadership skills

Good analytical and problem solving skills

Good standard of administrative skills

Ability to work well with external organisations for College and Community benefit

Motivation

Ability to work without supervision and able to prioritise work

Prepared to contribute to responsibility for IT Services in College

Willingness to undertake further training

Physical

Ability to lift/move computer equipment

Health and safety awareness

Ability to reach inaccessible areas for installation and maintenance of equipment

Other

An acceptance of a fast moving, constantly changing occupation. Need to be receptive to new ideas and change

Knowledge of relevant safeguarding / child protection legislation and best practice

Values and respects the views and needs of children and young people

Appropriate CRB clearance (before the post is taken up)