



THE HOLLINS

PERSON SPECIFICATION

Job Title: ICT Network Manager

	Selection Criteria Essential	Selection Criteria Desirable	How Assessed
Education & Qualifications	Industry recognised qualifications, such as those accredited by Microsoft, Cisco or ITIL	Degree in ICT related subject or equivalent	AF / I AF / I
Experience	<p>Experience of giving technical advice/guidance and explaining complicated matters to others, appropriate to the level of their understanding</p> <p>Experience of managing a virtual server environment</p> <p>Experience of installing, configuring and testing computer hardware and software.</p> <p>Experience of managing network operating systems, local area networks, servers, upgrades, peripheral equipment and wireless networks</p> <p>Experience of contributing to ICT strategies, plans, policies, procedures and processes, to ensure ICT use is effective, efficient, taking into account new technologies and anticipates potential future demands on ICT systems</p> <p>Experience of supervising staff, such as giving instructions, delegating work and checking work has been completed to deadlines and required standards</p> <p>Experience of monitoring budgets, contributing to the budget setting</p>	<p>Experience of designing and delivering training material to improve ICT literacy and/or use different ICT hardware</p> <p>Experience of working/volunteering with young people</p>	AF / I AF / I AF / I AF / I AF / I AF / I



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	process and accounting for expenditure		
Skills & Abilities	Communication skills to share ideas clearly and persuasively, both verbally and in writing		AF / I
	Analytical skills to investigate complex problems and information, drawing conclusions and recommendations for action		AF / I
	Initiative to plan and make decisions, weighing up options and evaluating associated risk		AF / I
	Teamwork skills to support others to promote and achieve the wider aims and objectives of the Trust, including sharing knowledge, meeting deadlines and keeping quality standards consistent		AF / I
	Organisational skills to plan own workload and that of the team, prioritising and re-prioritising tasks to meet potentially conflicting deadlines		AF / I
Knowledge	Understanding of how ICT can play a lead role in supporting student's learning and getting them to engage in educational activities	Knowledge of web design software e.g. WordPress	AF / I
	Knowledge of WAN/LAN technologies		AF / I
	Knowledge of potential health and safety risks and issues working with computers and electrical equipment		AF / I
	An understanding of the wider safeguarding agenda working with children and young people		AF / I
	Knowledge of ICT security issues and latest technology and techniques to ensure the business of the school is protected and pupils are kept safe		AF / I



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	Understanding of the importance of GDPR and confidentiality within the school environment		AF / I
Work circumstances	Able to work flexibly according to the needs of the school between activities supporting pupil's learning and activities supporting the smooth and effective running of the school		I

Abbreviations: AF = Application Form; I = Interview.

Notes

- The successful candidate will be subject to a fully enhanced DBS disclosure