

Personal Specification – Onsite IT Technician

Lourdes IT Technicians are grouped by a set of IT Standards into ability and expectations.

This role is in the **1st Line** band. Please see the IT Standards Document in addition to the below.

Requirement	Desirable	Required
Skills and knowledge		
Able to use a range of office applications.		X
Able to use a range of operating systems		X
Knowledge of Office365		X
Knowledge of WordPress	X	
Can perform simple image manipulation.	X	
Awareness of computer viruses and other security risks.		X
Able to undertake basic software/application installations.		X
Good level of written and spoken English appropriate to the context and audience.		X
Appreciation of the curriculum, including a general understanding of the requirements for ICT in the school's curriculum.		X
Aware of relevant organisation policies.		X
An understanding of the use, functionality and limitations of different platforms including desktop and mobile devices.		X
Aware of different levels of ability and confidence of staff and pupils in using ICT.		X
Aware of potential and actual uses of ICT in schools.		X
Personal Skills		
Ability to work well under pressure		X
Emotional resilience in working with challenging behaviours and attitudes to use of authority and maintaining discipline		X
A strong interest in IT		X
A willingness to develop		X
Understanding of Safeguarding within the school		X
A driving licence and constant access to a transport		X
Willingness to travel		X

Business Class 1 Car Insurance		X
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Our Lady of the Magnificat is committed to safeguarding and promoting the welfare of young people and expects all staff and volunteers to share this commitment.

All successful applicants will be required to complete an enhanced disclosure check (DBS) and obtain satisfactory clearance.