

Person specification

Trust IT Manager

October 2022

Attributes	Essential	Desirable	How identified
Qualifications	<p>Sound educational background including GCSE's Maths and English (A*-C) or equivalent</p> <p>Evidence of further professional development</p> <p>Relevant Industry qualifications from a recognised provider e.g. Microsoft, Cisco</p>	<p>Educated to degree level</p> <p>Formal IT training qualifications e.g. MCSE, CCNA, CCP, ACSP, LFCS, ITIL</p>	<p>Application</p> <p>Certification</p>
Experience	<p>Worked in a management role with at least 3 years' experience in IT management in a medium to large sized organisation with a number of subsidiaries (250 to 500 or more staff)</p> <p>Excellent leadership and management skills including management of an ICT team</p> <p>Implementation or development of IT/ICT systems and system back up arrangements</p> <p>Strong IT skills including Microsoft 365 & Office & Google application support and configuration</p> <p>Strong understanding of computer networks and operating systems, usage and equipment configuration including Active Directory (AD), DNS, DHCP, Windows Server 2016-2022, Windows 10/11 and macOS</p> <p>Excellent planning and organisational skills</p>	<p>Budgetary experience</p> <p>Experience in procurement management</p> <p>Working in a Multi Academy Trust or education organisation</p> <p>Infrastructure devices including Netgear/HP managed switches, Ruckus Wireless Systems and Smoothwall UTM devices</p> <p>Experience of integrating systems</p> <p>Development or maintenance of websites</p> <p>Experience of designing, implementing and testing robust backup strategies</p> <p>VoIP phone systems</p>	<p>Application</p> <p>Interview</p> <p>Reference</p>

Attributes	Essential	Desirable	How identified
Knowledge and skills	<p>Development of IT systems and management of WAN/LAN networks and WiFi</p> <p>Knowledge of Microsoft and Google applications</p> <p>Extensive technical knowledge of hardware and software</p> <p>Project management experience</p> <p>GDPR/Data Protection Act /Awareness of E-Safety requirements</p>	<p>Development or reporting on KPIs</p> <p>Training and coaching of ICT and non-ICT staff</p> <p>Knowledge of business planning</p>	<p>Application</p> <p>Interview</p> <p>Exercise</p> <p>Reference</p>
Character	<p>Strong moral purpose and drive for continuous improvement</p> <p>Excellent communication skills including verbal and report writing for senior leadership team level</p> <p>Is a self-starter who is proactive in improving the performance their area of responsibility</p> <p>Collaborates with other teams to drive performance improvement across the organisation</p> <p>Good team player</p> <p>Strong attention to detail</p> <p>Able to deliver what they say they will and to meet deadlines</p> <p>Full driving licence with access to a car</p>	<p>Innovative</p> <p>Interest in new technology to support the ICT function within the MAT</p> <p>Ability to lift/move equipment</p> <p>Ability to work at height</p> <p>Full driving licence</p>	<p>Application</p> <p>Interview</p> <p>Reference</p>