



PERSON SPECIFICATION

Network Manager

A Person Specification defines the required qualifications, knowledge, skills and qualities of the staff sought by the Minster School Governors in the recruitment and selection process.

All members of staff employed by the Minster School support and promote the school's aims:

1. To create an atmosphere of caring and purpose derived from commitment to moral and religious principles
2. To engender a lifelong love of learning
3. To encourage each child to strive for his or her best in intellectual, physical and spiritual growth
4. To help each child to develop relationships with others which are founded on mutual respect and the pursuit of lasting happiness
5. To encourage and develop leadership and active citizenship within the school and wider community which fosters a sense of dignity, vocation and purpose for every individual
6. To develop and maintain excellence in teaching and learning

In particular, all staff employed by the Minster School commit to support, uphold, promote and embody the school's ethos:

'Succeeding Together'

Enabling all members of our school community to work together, care for each other and strive to realise their potential in their studies and all other aspects of life.

- ◆ Wisdom
- ◆ Optimism
- ◆ Resilience
- ◆ Kindness
- ◆ Service

Category	Essential	Desirable	Evidence from
Education and Training			
<ul style="list-style-type: none">• Has considerable experience in network management	✓		A
<ul style="list-style-type: none">• Holds recognised computer or network management qualifications.	✓		A
<ul style="list-style-type: none">• Good literacy and numeracy.	✓		A

<p>Experience</p> <ul style="list-style-type: none"> • Experience of installing and configuring computer hardware and software and managing projects. • Experience of designing, configuring and managing networks. • Experience of procurement and budget management. • Understanding of client/server architecture. • In-depth knowledge of computer systems/networks and a range of software applications. • Understanding of Data protection requirements. • Able to communicate and explain computer systems and procedures to adults and pupils. 	<p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p>	<p>✓</p>	<p>A</p> <p>A</p> <p>I</p> <p>A</p> <p>I</p> <p>I</p> <p>I</p>
<p>Skills and Abilities</p> <ul style="list-style-type: none"> • Ability to prioritise tasks, manage time effectively and meet deadlines • Ability to cope effectively with the pressures of a demanding role • Ability to maintain confidentiality in all aspects of work • Good communication skills • An understanding of safeguarding and how it relates to the post of ICT Support Services Technician 	<p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p>		<p>I</p> <p>R</p> <p>R</p> <p>I</p> <p>I</p>
<p>Personal Qualities</p> <ul style="list-style-type: none"> • Proven interpersonal and communication skills to work effectively with staff, students, parents/carers and outside agencies • Calm and decisive manner • Cooperative, friendly and helpful • A positive “can do” attitude • Willingness to be flexible • Committed to continuous professional training 	<p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p>		<p>R/I</p> <p>R/I</p> <p>R/I</p> <p>R/I</p> <p>R</p> <p>A</p>

and development			I/R
• Supportive of the school's ethos	✓		I
• Proven ability to work on own initiative	✓		I
• Ability to work within agreed timeframes	✓		I/A
• Commitment to a customer focussed way of working	✓		

A = application R = reference I = interview T = task