



Apprentice IT Technician

Claydon High School

Brief overview of the role

An exciting opportunity has arisen to join Claydon High School as an apprentice IT Technician. The successful candidate will work practically supporting staff and students.

Closing date

20 Jan 2017

Working week

Mon - Fri (8.30am-5.00pm)

Total hours per week: 37.00

Weekly wage

£125.80

Expected apprenticeship duration

14 months

Possible start date

30 Jan 2017

Apprenticeship level

Advanced Level Apprenticeship

Vacancy description

The post will involve looking after the day-to-day maintenance, installation and first line repairs of ICT equipment.

Your primary responsibilities will be:

- Fundamentals of industry standards IT security regulations and laws
- Health & Safety
- Working within Company Operating Procedures
- Data Protection regulations and how they impact a business and its IT systems
- Business Continuity and Disaster Recovery (BCDR) and IT Contingency Plans in a hybrid service provision environment
- Business IT Skills



Requirements and prospects

Desired skills

- We are looking for an individual with excellent ICT skills
- Good communication skills
- Good interpersonal skills

Personal qualities

- Ability to use own initiative
- Committed
- Confident
- Flexible
- Ability to work under pressure
- Willingness to learn
- Team player

Qualifications required

Min GCSE A*-C or equivalent in maths & English

Future prospects

Permanent employment with the possibility of progression within the school.

Things to consider

You will need to be checked by the Data Barring Service (DBS), as you will have contact with young people.

About Claydon High School

Claydon High School is a 'Specialist Humanities College' and Sixth Form. It is a mixed school of 660 pupils and 98 staff and was rated 'Good' in all areas in its last Ofsted (June 2016). In 2016 Claydon High was nominated for the 'DfE Character Award' as one of the top schools in East Anglia. It also achieved a 5 year high of GCSE passes (70% A*-C English/Maths). As with all colleges, it has extensive policies in place for staff wellbeing and progression (available on the website). The College also benefits from having a large IT department, with on-line learning available to the whole school.



Training to be provided

IT Level 3 Apprenticeship:

- Certificate in ICT Systems and Principles
 - Diploma in Professional Competence for IT and Telecoms Professionals
 - Microsoft Technology Associate (MTA) Qualifications
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