Person Specification

Knowledge and experience

* Ability to articulate technical ideas to non-technical people, both verbally and in writing.
* Able to self-lead, develop and motivate to achieve goals.
* Analytical and problem-solving skills.
* Understanding of networks, LAN, WAN and internet topologies, protocols and techniques together with a proven technical background in desktop computers, peripherals, software and other hardware.
* Working knowledge of relevant policies, procedures, codes of practice and awareness of relevant legislation.
* Ability to perform the physical tasks required by the post.
* Understanding of budgets in relation to project management.
* Minimum of 2 years’ relevant experience of web development.

Skills and qualification

* Degree in relevant subject or equivalent qualifications.
* Good knowledge of Office 365 and/or Google cloud services.

Personal qualities and attributes

* Tact and diplomacy.
* Business and Customer service focused.
* Commitment to working as a positive and constructive part of a team.
* Ability to maintain confidentiality.
* Ability to work on own initiative and as a team player.
* Effective leadership and management skills.
* Excellent communication skills (written and verbal).
* Proactive, flexible and resilient.