

**IT Technician**

**Salary: Grade 3 - £17,711 - £18,426**

**Permanent 37 hours per week, 52 weeks per year**

**Closing Date: Thursday 17th June 2021**

**Interview Date: Friday 25th June 2021**

**Start Date: ASAP**

Pendle Education Trust is sponsored by Nelson and Colne College, an outstanding local education provider; this is a fantastic opportunity for an experienced and forward-thinking IT Support Technician, who is looking for a varied and exciting role, to join our family.

Primarily working across our Primary Academies, you will provide exceptional IT Support to colleagues, resolving basic problems associated with operating systems, software, hardware, printers and AV equipment.

You will be a dynamic and enthusiastic professional, able to demonstrate exemplary skills in customer service, advice and guidance.

**Main duties include:**

- Troubleshooting hardware, software and network issues as necessary.
- Installing hardware and software as required.
- Creating and maintaining various user accounts.
- Supporting the use of MIS systems primarily SIMs.
- Maintaining up to date inventories of all IT and related equipment.

**The ideal candidate will have:**

- 4 GCSEs or equivalent, including Maths and English at grade C or above.
- A level 3 qualification in a relevant subject.
- Previous experience within an IT role, ideally in a second line support role.
- Microsoft Server 2012/2016 knowledge.
- Experience of using Office 365 and Anti-Virus software (ideally Sophos)

With extensive professional development opportunities, including Trust sponsorship for achieving recognised qualifications, the Trust can offer an exceptional benefits package.

If you're interested in this position and would like to submit an application, please complete our online application form or download the application form and return to [hr@pendleeducationtrust.co.uk](mailto:hr@pendleeducationtrust.co.uk)

Please note: All of our positions are subject to an enhanced DBS check. If there's any reason why this may preclude you from being considered, please contact the Pendle Education Trust team.