

Job Vacancy Pack

Senior ICT Technician

Brine Leas School

£27,711 - £30,060 Per Annum

Grade 6
37 hours per week

- + Pension Scheme (LGPS)
- + The Cornovii Trust Employee Assistance Programme
- + Priority admission for children of staff
- + Comprehensive induction programme & continued support

Required for July 2025
Closing Date: Monday 30th June 2025 at 12pm



**Brine Leas
School**

Job Vacancy Pack

June 2025

Dear Applicant

Senior ICT Technician

We are excited to announce an opportunity to join Brine Leas as a Senior ICT Technician.

We have high expectations for our students, supporting them to achieve excellent academic outcomes and develop key life skills through our seven-year curriculum. Our staff are highly skilled, with teaching and learning being at the heart of all we do.

We are extremely proud of our school, and we are looking for a colleague who will continue to build productive relationships within our school community. You will be part of a strong team of staff who are focused on delivering our core values, supported by a governing body who take their strategic role seriously.

Brine Leas School is in Nantwich, Cheshire, and is a highly successful and oversubscribed school, consistently rated "Good" by Ofsted with an "Outstanding" sixth form. The school's thriving sixth form, BL6, offers a challenging academic program with tailored mentoring and comprehensive support, attracting students from diverse backgrounds.

The mission statement, "Believe, Learn, Succeed." underpins the school's approach, encouraging students to reach their full potential through high-quality teaching and excellent pastoral support.

We seek an experienced Senior ICT Technician who fits our ethos and will inspire and motivate staff, students and the wider community to ensure that every student has the opportunity to succeed

For any enquiries please contact Cally Quarterman in the HR team on 01270 625663 or hr@brineleas.co.uk. All posts are subject to enhanced disclosure procedures and pre-employment checks.

Thank you for considering this opportunity

Yours sincerely,



Paul Whitehead
Headteacher

Job Description: **Senior ICT Technician**

School Ethos

Enthusiasm for and commitment to the achievement of the school's/Trusts overall vision for success at all levels.

- Motivation to work with children and young people.
- Ability to build and sustain professional standards, relationships and personal boundaries with children and young people.
- Emotional maturity and resilience in dealing with challenging behaviours
- Ability to contribute towards creating a safe and protective environment.
- Willingness to continue professional development.
- Commitment to maintaining high standards and expectations.
- Commitment to contributing to school life as a whole.
- Commitment to equality of opportunity, valuing diversity and the safeguarding and welfare of all students.

Job Purpose

Responsible for the effective delivery of ICT services across Brine Leas School and eight associated primary schools. Based primarily at Brine Leas School, the position involves scheduled half-day onsite visits and remote support for the associated sites. Involving the maintenance and development of IT systems to support teaching, learning, and administration, as well as the day-to-day management of ICT operations. The role requires the provision of high-quality, responsive technical support to staff and students across all sites, ensuring minimal downtime and a consistent, reliable service. As a senior member of the IT Services team, the postholder will play a key role in delivering IT projects, supporting strategic developments, and providing guidance and support to junior ICT staff.

Job Description: **Senior ICT Technician**

Main Areas of responsibility

- Act as the primary IT contact across all sites, ensuring high-quality support and issue resolution.
- Manage the ICT helpdesk, delivering 1st/2nd line support, escalating complex issues, and maintaining documentation.
- Install, maintain, and troubleshoot PCs, servers, networks, and peripherals; perform regular health checks.
- Diagnose and repair hardware/software issues; support staff on-site to ensure uptime.
- Oversee mobile devices, ensuring software compliance and security standards.
- Administer core IT systems (Active Directory, Microsoft 365, DNS, DHCP, Group Policy).
- Maintain infrastructure and cloud services (Intune, Meraki, Lightspeed MDM).
- Handle updates, backups, cybersecurity monitoring, GDPR compliance, and staff training.
- Provide classroom IT support and guidance for staff/students to ensure smooth teaching operations.
- Manage classroom devices (PCs, laptops, iPads, AV), aligning IT with school needs.
- Support IT projects, assist strategic planning, and recommend new technologies.
- Oversee IT inventory, procurement, asset lifecycle, and supplier coordination.
- Offer flexible support for events and occasional out-of-hours needs.
- Stay current with technology trends through continuous professional development.

Job Vacancy Information

Rewards and Benefits

Our people are at the heart of our success. We recognise that every school and every individual is of equal importance, we respect and have tolerance of all, and we ensure that everyone feels known, appreciated and valued.

We have developed a strong culture of collaboration and best practice, investing in our staff with support, coaching, mentoring and a wide range of top-quality training programmes at every level.

You will have opportunities to learn from colleagues who are highly experienced, knowledgeable, and committed education practitioners to support your development and career with the trust.

You will have the autonomy to evolve your school's vision, values, performance and culture, but you will never be alone, you will have continuous support from the wider trust.

You will also have full access to our rewards package:

Learning and development

We offer a wide range of training and development opportunities including structured qualifications, and you will be able to access support, coaching and mentoring by senior members of staff from across the trust.

Competitive pension scheme

Support staff are part of Cheshire pension fund (LGPS) You receive a guaranteed pension through the Local Government Pension Scheme. The fund provides you with a guaranteed future income.

The LGPS is provided by your employer who pay a large part of the cost for providing the excellent range of benefits. It is a valuable part of the pay and reward package for employees working in local government or working for other employers participating in the scheme.

Employee Assistance Programme

We have partnered with Legal and General to offer free and confidential advice to our staff. This is available 24 hours, 7 days per week for you and your immediate family. Some of the services include support with family, financial information, legal advice, stress and anxiety, and bereavement. You will also have access to structured counselling sessions.

Discounts on shopping, leisure, and travel

Through our Legal and General EAP our staff have access to a wide range of offers and discounts on high street and supermarket shopping, leisure facilities such as cinema and gym, and travel options such as holidays and hotel stays.

Reduced gym membership at 'The Barony' fitness centre in Nantwich and an on-site staff gym at Brine Leas School.

Flu vaccinations

All staff have the option to access their annual flu vaccination via a local pharmacy.

Important

The Rehabilitation of Offender Act

All posts involving direct contact with children are exempt from the Rehabilitation of Offenders Act 1974. The successful applicant will be required to apply for an enhanced DBS certificate. As the post will involve regulated activity with children, it is a criminal offence to apply for this post if you are included on the children's barred list held by the DBS.

Amendments to the Exceptions Order 1975 (2013, 2020 & 2023) provide that certain spent convictions and cautions are 'protected'. These are not subject to disclosure to employers and cannot be taken into account. Guidance and criteria on the filtering of these cautions and convictions can be found on the Ministry of Justice website or visit <https://unlock.org.uk/advice/what-will-be-filteredby-dbs/>.

Shortlisted candidates will be asked to provide details of all unspent convictions and those that would not be filtered, prior to the date of the interview. You may be asked for further information about your criminal history during the recruitment process. If your application is successful, this self-disclosure information will be checked against information from the Disclosure & Barring Service before your appointment is confirmed.

Any data processed as part of the DBS check will be processed in accordance with data protection regulations and the trust's privacy statement.

Person Specification: **Senior ICT Technician**

Knowledge & Experience – Essential

- Strong knowledge of networking systems and modern IT infrastructure, including Windows-based client and server environments, LAN, Wi-Fi, switches, servers, and cabling.
- Proficient in managing and supporting Microsoft 365 services (e.g., Entra ID, Intune, Exchange, Teams), with working knowledge of Active Directory, DHCP, DNS, Printing and Group Policy.
- Solid understanding and hands-on experience with computer hardware, software, file management, and operating systems, including Windows 11 and Apple environments.
- Demonstrated ability to diagnose and resolve IT issues (hardware, software, and networking), both independently and collaboratively.
- Skilled in mobile device management across platforms and supporting a variety of end-user technologies, including interactive whiteboards and smart classroom tools
- Familiarity with school-specific IT systems, including MIS platforms (e.g., SIMS) and safeguarding software
- Strong understanding of GDPR, data protection, safeguarding, health and safety, and confidentiality protocols.
- Ability to prioritise tasks, manage time effectively, and deliver results under pressure.
- Excellent communication skills, with the ability to explain technical issues clearly to non-technical staff and students, and a strong customer service orientation.
- Awareness of best practices in IT service management and the specific protocols and expectations of school environments.
- Minimum of 3 years' experience in ICT technical support.
- Committed to continuous professional development and staying current with emerging technologies and practices.

Knowledge & Experience – Desirable

- Experience using help desk systems to manage and resolve service requests efficiently.
- Proven experience supporting IT infrastructure in educational settings, with an understanding of the impact of ICT on teaching, learning, and school operations.
- Experience supporting multi-site environments, ensuring service continuity, security, and effective data management.
- Experience working with external providers and stakeholders, maintaining professional relationships.
- Experience in mentoring and supporting junior team members, including task delegation and oversight.

Person Specification: **Senior ICT Technician**

Skills & Abilities – Essential

- 5 GCSEs (grades 9–4/A–C) including English and Maths.
- Relevant IT certifications (e.g., CompTIA A+, Microsoft, Cisco, Office 365).
- Good written communication skills.

Personal Qualities

- Committed to delivering a high standard of customer service with a professional, friendly, and approachable manner.
- Highly organised, resilient, and able to remain calm under pressure, even when managing unpredictable workloads.
- Willingness to undertake training and development to maintain up-to-date knowledge and skills.
- Possess tact, a sense of humour, and a cheerful, personable nature that helps build positive relationships with staff, students, and stakeholders.

Skills & Abilities – Desirable

- A-level qualification or additional ICT support qualifications.
- Demonstrates a positive, adaptable attitude, with the ability to embrace change, question traditional approaches, and learn new technologies quickly with minimal support.
- Strong sense of teamwork, with the ability to work independently while contributing positively to a supportive environment.
- Willing to work flexibly, including occasional out-of-hours support when operationally necessary.

Information for Applicants

About the School

Brine Leas is proud to be part of the Cornovii Trust.

Brine Leas School is located in Nantwich, South Cheshire, caters to students aged 11 to 18 and has approximately 1,440 pupils enrolled.

We are deeply committed to our local community, fostering strong connections and support networks. The school is highly regarded in the local community and consistently oversubscribed, with a published admission number of 215.

The school's exceptional pastoral care ensures that every student feels supported and valued, contributing to their overall well-being and success. At the heart of the school is its thriving house system, which encourages teamwork, camaraderie, and a sense of belonging among students.

The Outstanding Sixth Form, BL6, is a thriving post-16 provision with over 300 students from many local schools, offering exceptional opportunities for academic and personal growth.

All these elements are underpinned by the school's guiding principles: Believe, Learn & Succeed, which inspire students to reach their full potential and achieve excellence in all aspects of their education.

Brine Leas School has a long history of securing the very best GCSE results, reflecting its dedication to academic excellence.

The school was most recently inspected by Ofsted in May 2022. [Ofsted Report](#)



The Cornovii Trust

The Cornovii Trust

The Trust currently consists of 7 local schools: Alsager Highfields Primary; Alsager School; Audlem St. James CofE Primary; Brine Leas School; Pear Tree Primary and Weston Village Primary. We are a local trust providing support for local schools, children and families.

The Cornovii Trust is built on 6 core principles: Collaboration, Excellence, Child Centered, Inclusivity, Equality & Community