



**Lord Grey
Academy**
Lord Grey Can

www.lordgrey.org.uk
Tel: 01908 626110 Fax: 01908 366139
Email: enquiries@lordgrey.org.uk
Associate Principal: Mrs Samantha Satyanadhan
Vice Principal: Mr Rob Page
Executive Principal: Mr Jim Parker
CEO Tove Learning Trust: Dr Jamie Clarke

IT TECHNICIAN

Permanent

8.00am to 4.00pm (one day 3.30pm)

37 hours per week, 52 weeks per year

Salary:

Grade F, points 6 to 7 (core) £23,893 - £24,294 pa

Grade G, points 8 to 13 (enhanced) £24,702 - £26,873 pa

Required as soon as possible, an experienced IT Technician to provide support to the IT Services Manager at Lord Grey and to assist with the support and delivery of Tove Learning Trust's IT strategy and services.

The postholder will undertake a range of duties, to include:

- Providing technical support to the school community relating to the safe and secure operation of the school IT equipment and software in order to maximise the learning opportunities of all students.
- Support the IT Services Manager with the purchasing, inventory, installation and maintenance of the school / trust hardware and consumables.
- To support the school's profile on digital & social media and all associated equipment.
- Participate in the implementation of new systems and services.
- Ensure key documentation is maintained, such as asset register and network schedules.
- Review and monitor Antivirus and patching across site and advise IT Manager of status and actions required

Applicants must be hard working, willing to be flexible and able to offer a wide range of technical and practical skills. You must be self-motivated, totally trustworthy and reliable, able to take the initiative and to work as part of a team.

A vacancy booklet, information for candidates booklet and the application form are available on the vacancies section of Lord Grey Academy's website:

<http://www.lordgrey.org.uk/general-information/vacancies/>

Please note the application form and information for candidates booklet are available on the right hand side of the above link. Details on how to apply for this post are in the How to Apply Section of this booklet. Please do look at our recruitment video of our staff talking about working at Lord Grey and our document: *Why work at Lord Grey?*

Completed application form and covering letter should be submitted to Human Resources at Lord Grey Academy or emailed to hr@lordgrey.org.uk as soon as possible.

Only successfully short listed candidates will be contacted. This advert will close when the position has been filled so please apply early to avoid disappointment.

Join an Academy part of a highly supportive and growing MAT. Lord Grey joined Tove Learning Trust in April 2018 and is situated in Bletchley on the outskirts of the growing city of Milton Keynes. We achieved our GOOD OFSTED status in Summer 2022. Since then we have gone from strength to strength with improving GCSE and level 3 results; a football partnership with Paris St- Germain and winners of MK Inspiration Awards 'Inspiring Secondary School' 2023 and MK Educations Awards 'Secondary School of the Year'; 'Maths Team of the Year' and 'Lifetime Achievement Award' November 2023. The right candidate will join us on our exciting journey and enable us to continue to provide a great education for our amazing students as we prepare them for adult life. We have a strong collegial team who create a real atmosphere of collaboration and community who embody - Lord Grey Can!

Tove Learning Trust

The trust is committed to ensuring that all students achieve as highly as possible and we work hard to offer stimulating environments that enable every learner to progress and flourish. We have a small central team and a committed Board of Trustees that are focused on delivering outstanding outcomes. We aim to have academies that are excellent communities of learning where students thrive on success. There are seven secondary schools and one primary school in this growing Trust.

The Academy is committed to safeguarding children. The successful applicant will require an enhanced DBS check.



ASDAN education
Network Partner
2012-2013

