I would like to express my interest in the job role Senior ICT Technician at St Thomas Catholic Academies Trust.

This opportunity is a natural progression from the current role I currently have and I have the necessary experience and ability to now take the next step up into a senior role. Through working across multiple sites across the trust mainly being based at St Martin’s but also providing support across both St Vincent’s and Cardinal Newman I believe I’m a calm, friendly adaptable ICT Technician that can provide the right fit for the role. Through my experience and knowledge I do believe I’m more than capable to begin Managing ICT apprentices and working with the other ICT technicians and increasing my reasonability inside and outside the ICT team.

Below is not only where I fit against the criteria but also why I have demonstrated that criteria and what I can bring to the role

* *Provide timely and professional support to all Trust users.* This is something I believe already do not just at a school level but as a trust level with working not only at St Martin’s but also providing support at Cardinal Newman and St Vincent’s on a needed basis. With this I believe this is something I can provide naturally with this role as well providing both remote support/ telephone support
* *Line manage ICT apprentices.* This is something I look forward to applying myself to as I believe this is a natural progression in my role. I believe I can provide an experience and guidance not just as a ICT Technician but as someone who has worked across multiple sites in the trust I can provide that knowledge as a “trust ICT Technician”. I also believe I have the right temperament to manage the apprentices by showing multiple times to be calm and patient when training staff members in various forms of new software and hardware such as office 365, Smartboards and class dojo, which I believe will work well with supporting apprentices with day to day task of an ICT Technician. I have experience with helping more junior members of a team whilst I was volunteering as a youth leader helping teenager and young adults in becoming youth leaders themselves this involved helping set up various activities, shadowing their badge classes as well as supporting them through their various youth leader training.
* *Manage complex installations*. I have been involved with various complex installations at my time at St martins including the installation of new servers and network.
* Provide training and support to ICT technicians. Have experience in teaching other staff members a wide range of Software, Hardware and systems ranging from and not limited to Office 365, New emailing services such as Outlook and LGFL Mail, New Printers as well as providing staff meetings on internet safety and cyber security. With these experiences I believe I’m well equipped in also provide training and support to other ICT technicians as well.
* Provide advanced administration of the schools MIS, Collaboration Platforms. Worked with SIMS and various 3rd party relating software, this includes installation and upgrading. Was part of the implementation of Office 365 at St Martins and the administration of office365 apps such as Teams, One Drive/SharePoint and Stream.
* *In conjunction with the Partnership ICT manager provide project management for some projects including installations of AV/Telephony equipment*. At St Martins I have overseen the replacement of majority of the smartboards including planning, budgeting and installation showing I have vast experience with some AV projects.
* *Assist the Partnership ICT Manager in making proactive changes to systems and software to ensure legal and regulatory compliance, and to promote best practices within the Trust.* As being a budget holder for ICT at St Martins I have worked with both the school and the trust to ensure that systems and software follow the correct policies in place, may it be following the correct procedure when procuring software and hardware. Due to having this reasonability at St Martin’s I have been able to organise the budget by consolidating and streamlining we have been able to advance the technology resources in the school for example replace more hardware then thought possible and remain in budget.
* *Support the Partnership ICT Manager in meetings and planning as required, including deputising for them as required.* As someone who actively participates and contributes to current ICT team meetings I believe this will a continuation of that.

Thank you for taking the time and the opportunity in reading on why I believe I’m suitable for a more senior ICT Technicians role in the trust

Regards

Nathan Davis