



Person specification			
Post title	Principal IT Officer	Grade	K
Service Area	Resources	Section/team	IT

Criteria	Essential requirements	* M.O.A
<b>Skills, knowledge, experience</b>		
1	Ability to embrace the values of KMBC	I
2	Proven experience of involvement in the delivery of IT application support and development of corporate / line of business with the ability to produce accurate work on time, in budget and to user satisfaction.	A/I
3	Proven track record of involvement in the successful delivery of IT projects which include the installation, support and development of third party applications and / or system integrations.	A/I
4	Evidence of understanding and proven experience of supporting infrastructure technologies. Examples include: server build & management using VMWARE ESXi 7.0 and below, Microsoft Windows Server operating systems 2012 to 2019, Netapp Storage area network and management tools, Cisco UCS blade technology build and support, Exchange Online administration, MS SharePoint 2013 & Sharepoint Online infrastructure administration, Microsoft 365 administration. Backup technologies including Veritas Backup Exec and Netapp snapshot backup software. Network switch experience would also be an advantage.	A/I
5	Ability to analyse problems, make quick decisions to maintain and restore line of business applications and make recommendations to provide long-term solutions if appropriate.	A/I
6	Confidence and ability to explain/present concepts and detail to all stakeholders in a range of formats including verbal, written and presentation.	A/I
7	Ability to direct and mentor team members.	A/I
8	Ability to work and communicate with customers and IT Service colleagues at all levels.	A/I
9	Able to manage own time and that of others and to assist in the development of project plans for work activities in the Business Solutions team.	A/I
10	Ability to prioritise workload and work to tight timescales.	A/I





11	Knowledge and awareness of formal project management methodologies, e.g. PRINCE2	A/I
<b>Personal attributes and circumstances</b>		
	Integrity - ability to be open and honest, to maintain high standards of personal behaviour and display strong moral principles	A/I
	Accountability - willingness to take personal responsibility for your actions and decisions, and to understand the consequences of your behaviour	A/I
	A demonstrable willingness to share information and work with other people.	A/ I
	Respect - a strong desire to treat people with care and dignity, observing the rights of other people, and helping and supporting others where you can	A/ I
<b>Communication</b>		
	A demonstrable willingness to share information and work with other people, including the ability to listen, communicate with and understand others, taking account of other people's points of view.	
<b>Qualifications</b>		
	Evidence of academic ability or relevant work experience	A/ C
	Be prepared to work towards recognised industry practitioner and / or service management qualifications	A/I
<b>Health and safety</b>		
	Ability to use equipment as instructed and trained Ability to inform management of any health and safety issues which could place individuals in danger	

**\*Method of assessment (\*M.O.A)**

A = Application form C = Certificate E = Exercise I = Interview P = Presentation AC = Assessment Centre T = Test





Date	Approved by authorised manager	Designation

**Where the post involves working with children, in addition to a candidate’s ability to perform the duties of the post, the interview will also explore issues relating to safeguarding and promoting the welfare of children, including:**

- **Motivation to work with children and young people**
- **Ability to form and maintain appropriate relationships and personal boundaries with children and young people**
- **Emotional resilience in working with challenging behaviours**
- **Attitudes to use of authority and maintaining discipline**



We have a positive attitude to the employment of disabled people and guarantee an interview to those who meet **all** the necessary criteria of the person specification.

