



IT APPRENTICE, LEVEL 3

St Albans Girls School

We are seeking to appoint an enthusiastic, reliable and self-motivated IT Technician Apprentice to assist the Senior IT Technician and Central AET IT Team in the day to day running of the school's network, hardware and digital resources.

APPRENTICESHIP SUMMARY

Annual wage

£18,000 per annum

Working week

Monday – Thursday, 7.30am – 3.30pm and Friday, 7.30am-3.00pm

Total hours per week: 37 hours a week

Expected duration

16 Months

Apprenticeship level

Advanced

Level 3 (A level)

What will the apprentice be doing?

- Provide first-line technical support, giving clear advice and troubleshooting to students and staff.
- Maintain access to internet, email and learning platforms to ensure uninterrupted online services.
- Support and maintain network hardware and software; deliver hands-on classroom support for devices and peripherals.
- Deliver technical support for school events, including AV setup and on-the-day troubleshooting.
- Assist with providing training to staff and students, preparing materials and supporting staff and students throughout the school day to support Teaching and Learning.
- Lead on small IT projects in consultation with the senior on-site team member and AET IT.

What training will the apprentice take and what qualification will the apprentice get at the end?

- On completion, the apprentice will be awarded the Level 3 Information Communications Technician Apprenticeship. This standard aligns with the following professional recognition: RITTech
- You will be appointed a skills trainer who will meet with you remotely every 6-8 weeks for reviews and support with your Summative Portfolio work

What is the expected career progression after this apprenticeship?

Ongoing career development and progression opportunities upon completion of the apprenticeship for the right candidate.



Desired skills and personal qualities

- Communication skills
- IT skills
- Attention to detail
- Organisation skills
- Customer care skills
- Problem solving skills
- Administrative skills
- Number skills
- Analytical skills
- Logical
- Team working
- Initiative
- Non judgemental
- Patience

Qualifications

- GCSE or equivalent English (Grade Grade A - C (4 or above)) essential
- GCSE or equivalent Maths (Grade Grade A - C (4 or above)) essential

Things to consider

Key benefits to being an employee of STAGS: • Staff wellbeing • Excellent facilities • All staff encouraged and supported in their personal development • Desirable location to live or work • Rail links to London and easy commute from M1 and M25 St Albans Girls' School: • Is graded an Outstanding World Class school with over 1,400 students. with high standards of behaviour • Is a highly successful and heavily over-subscribed school in St Albans • GCSE results place us in the top 100 secondary school in the country and the top 3% nationally for student progress • Offers excellent opportunities for career development with a comprehensive ECT programme

About the employer

Welcome to **Ambition Education Trust**. We began on 1st September 2024, growing from a friendly merger of two previous successful trusts, Alban Academies Trust and ATLAS MAT. Our new vision and values strongly mirror those from the two, previous trusts.

Our trust is composed of 10 schools situated in Hertfordshire, across St Albans, Welwyn Garden City and Hemel Hempstead. There are three primaries, one infants, one junior and five secondary schools with over 800 staff delivering high-quality education to over 7500 young people from the ages 3 to 18. This is a huge privilege and one we take seriously, to achieve our central aim of **Educational Excellence for All**.

Employer

Ambition Education Trust - <https://www.ambitioneducationtrust.org>



Address of Trust School for Role

- St Albans Girls School
- Sandridgebury Lane,
- St Albans
- AL3 6DB

Contact

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TRAINING

Training provider

JBC SKILLS TRAINING LIMITED

Apprenticeship standard

ICT – Support (which includes Hardware)
Level 3 (A level)