

ARE YOU INTERESTED IN STARTING A CAREER IN IT?

IT TECHNICIAN APPRENTICE

LEVEL 3

FULL-TIME • APPROX. 18 MONTHS
Level 3 IT / ICT Technician apprenticeship

Train alongside an experienced technician, support technology at Moulton and visit other schools to see IT in action.

CURIOUS. RELIABLE. HELPFUL. READY TO LEARN.

Previous IT experience is helpful — but not essential.

WHAT YOU'LL LEARN

- First-line support for school staff
- Laptops, tablets and classroom tech
- Google and user accounts
- Printers, screens and projectors
- Networks, connectivity and Wi-Fi
- Cyber security, records and problem-solving

SUPPORTED FROM DAY ONE

Guidance, hands-on practice and more responsibility as your confidence grows.

LEARN — SHADOW — PRACTISE — DEVELOP

INTERESTED? WE'D LOVE TO HEAR FROM YOU.

Prospective applicants are strongly encouraged to visit the school before applying.

A supported route into IT

START A CAREER BUILT ON CURIOSITY

Moulton Primary School is looking for an enthusiastic, reliable and curious IT Technician Apprentice to join our team.

You will develop your skills through Level 3 training, hands-on experience and working alongside an experienced IT technician.

**FULL-TIME • APPRENTICESHIP
APPROX. 18 MONTHS • LEVEL 3**

THIS COULD BE YOUR FIRST STEP

This is an exciting opportunity for someone who enjoys technology, likes solving problems and would like to develop a career in IT.

You do not need to be an experienced IT technician. We are looking for the right attitude, a willingness to learn and a genuine interest in technology.

You will visit and support a range of schools, learning how IT is used in different environments and building confidence alongside experienced colleagues.

At Moulton, you will put your developing skills into practice by supporting staff and the day-to-day use of technology across the school.

Job description

ROLE PURPOSE

Learn to provide first-line IT support to staff and help ensure technology works effectively across the school.

- Support staff with everyday IT problems and queries
- Set up and maintain laptops, tablets and other devices
- Support interactive screens, projectors and classroom technology
- Help with printers and other IT equipment
- Support Google and user accounts
- Learn about networks, connectivity and Wi-Fi
- Help maintain accurate records of IT equipment
- Support the safe and effective use of technology
- Develop an understanding of cyber security and online safety
- Identify and resolve straightforward technical problems
- Escalate complex problems to the experienced technician or external support
- Support staff to use technology effectively in their classrooms
- Learn how IT systems are managed across different schools

WORK ALONGSIDE AN EXPERIENCED TECHNICIAN • BUILD PRACTICAL SKILLS • GROW IN RESPONSIBILITY

Learn — Shadow — Practise — Develop

1

LEARN

Develop your knowledge and technical skills through your Level 3 apprenticeship and training.

2

SHADOW

Work alongside an experienced technician and observe how problems are diagnosed and resolved across a range of schools.

3

PRACTISE

Put your developing skills into practice at Moulton Primary School, initially with support and supervision.

4

DEVELOP

Gradually take on greater responsibility and become a confident first point of contact for everyday IT support within school.

You will be supported throughout your apprenticeship, with regular opportunities to reflect on your learning and identify areas for further development.

Person specification

ATTITUDE MATTERS MOST

We are much more interested in your enthusiasm, curiosity and willingness to learn than in previous IT experience.

Previous IT experience is helpful, but it is not essential.

WHO MAY APPLY?

You may be a school or college leaver looking for your first career opportunity, or someone changing direction to enter the IT profession.

- A genuine interest in IT and technology
- Enthusiasm and a keenness to learn
- Enjoyment of solving problems and finding solutions
- Patience and a helpful approach when supporting others
- Good communication skills
- Ability to work independently and know when to ask for help
- An organised, reliable and professional approach
- Willingness to learn from experienced colleagues
- Confidence working with adults and children
- Commitment to developing a career in IT

Why Moulton Primary School?

A THRIVING SCHOOL WITH A STRONG SENSE OF COMMUNITY

Moulton is a large, thriving three-form entry primary school committed to providing the very best opportunities for our children and staff.

Technology plays an important part in school life, giving you experience across a wide range of systems and equipment.

MORE THAN AN APPRENTICESHIP BEHIND A DESK

- Work alongside experienced IT professionals
- See different schools and IT environments
- Build practical technical skills
- Support teachers and school staff
- Work with a wide range of technology
- Develop confidence and communication
- Gain professional workplace experience
- Work towards a nationally recognised Level 3 qualification

What we offer — and how to apply

WHAT WE CAN OFFER YOU

- A supportive and friendly working environment
 - A structured Level 3 IT apprenticeship
 - Regular support from an experienced technician
 - Opportunities to visit and learn from a range of schools
 - Practical, hands-on experience
 - Technical development in a real working environment
 - A wide range of experiences to support your future career
 - Increasing responsibility as your skills and confidence grow
 - A school that values professional development and learning
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INTERESTED?

If you are enthusiastic about technology, enjoy helping people and want to start a career in IT while learning on the job, we would love to hear from you.

Candidates with limited previous experience are welcome. The successful candidate will work towards a Level 3 IT qualification alongside their employment at Moulton Primary School.

PROSPECTIVE APPLICANTS ARE STRONGLY ENCOURAGED TO VISIT THE SCHOOL BEFORE APPLYING.

Before you apply

PUBLICATION DETAILS

SALARY	----- -----
CLOSING DATE & TIME	----- -----
INTERVIEW DATE	----- -----

SAFEGUARDING

Moulton Primary School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

The successful applicant will be subject to safer recruitment checks, including an enhanced Disclosure and Barring Service (DBS) check and satisfactory references. We are an equal opportunities employer and welcome applications from all suitably qualified candidates.

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