



office: Turn IT On Ltd. 7 Elm Place, Eynsham,
Witney, Oxfordshire, OX29 4BD

tel: 01865 597620 **fax:** 0845 6710294

email: office@turniton.co.uk **web:** www.turniton.co.uk

ICT Consultant (Technical) 20-28k plus benefits

(pro-rata if term time only)

About

Turn IT On is an independent innovative company providing hands-on ICT and computing support to around 500 primary and secondary schools by consultants and staff who understand teaching. We currently support schools in Oxfordshire, Buckinghamshire, Wiltshire, Hampshire, Surrey and London. Turn IT On employs over 100 staff with offices in Oxfordshire, Princes Risborough and London. We have been expanding steadily over the past 13 years and have no intention of slowing down and as a result we are looking for an ICT Consultant (Technical) in the Surrey region, in particular Woking, Guildford and Staines area.

The role

The successful candidate will join an existing team to help schools improve the standard of their ICT provisions and enable them to deliver effective teaching and learning through ICT solutions. You will facilitate communication between your schools and Turn IT On, keep up to date with what services Turn IT On can offer, and manage the accounts of your customers. The ideal candidate will have experience in working in a previous ICT Consultant role preferably in the education sector although not essential.

Our ideal candidate will have a passion for IT with a strong technical background, be self-motivated and enjoy providing excellent customer service. This role requires you to be a team player, have strong communication and organisation skills along with a courteous manner with the ability to explain technical issues in layman's terms to our customers.

You will ideally have previous experience of working ICT consultant role and have customer service experience preferably in a service provider or education industry. You should be able to work independently and have an aptitude for problem solving and a proactive approach to identifying ways to improve services provided by your team.

You must be educated to at least GCSE/A Level or similar

Responsibilities:

Technical

- Resolve technical problems as quickly as possible
- Ensure that backup is working and complete a test recovery
- Ensure on-going technical problems are logged and tracked in the correct system
- Feedback to the school progress at the end of each visit
- Ensure that all server recovery material, including CD's, floppies and SCSI drivers, that are required to recover server are readily available at the school and kept in a safe and secure place
- Ensure school details are entered on the correct system and server details are kept up to date
- If technically possible, ensure LogMein is installed on server and that Turn IT On account is on the server.



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The role is offered on a full time or Term Time Only basis.

In return we are offering a salary of between £20,000 - £28,000, 25 days annual leave, Pension scheme, Eye care voucher scheme, Employee Assistance Programme and Childcare Voucher Scheme.

To apply please send an up to date CV along with a cover letter to recruitment@turniton.co.uk

Turn IT On is committed to safeguarding and promoting the welfare of children and young people and expects all employees to share this commitment.