



School IT Technician

NJC Grade 5 SCP 7-8

37 hrs a week, All year round

Monday – Friday 08:00 – 16:00 with 48 minutes unpaid break

Salary £26,403 - £26,824 per annum

We are seeking a passionate IT technician to join our school-based IT team. In an interesting and varied role, the post-holder will play a crucial role in supporting the smooth running of our IT provision through a range of duties that offer whole school support.

You will support the use of IT within the school environment through maintenance of IT software, hardware and related equipment and providing support to staff and pupils to ensure administration and learning outcomes are maximised and under the direction of the IT Manager, support the development, management and monitoring of related processes and procedures to ensure effective and efficient delivery of proactive and responsive IT services.

Key Responsibilities

- Work with the IT Manager to identify, evaluate, manage and implement suitable hardware and software solutions which may benefit the school.
- Through robust help desk arrangements, provide a responsive service, with good levels of technical knowledge, to troubleshoot issues arising and user defined request, such as ID's, passwords, system navigation etc.
- Support the co-ordination of security and risk management for information managed by, and on behalf of, the school.
- Contribute to planning and/or implementation of programmes of work relating to all operating systems, storage and networks.

About You

We maintain all our IT in house and, as such, you will be exposed to a wide range of systems and technologies, making this an ideal role for someone looking to gain or develop their IT experience. An interest in IT, a thirst for knowledge, and a desire to help others are the most important requirements.

How to Apply

The role profile and application form can be downloaded from this website. Please return completed application forms to recruitment@imberhome.co.uk

Closing Date: 9:00am Monday 31st August 2026

You are advised to submit your application as soon as possible as we reserve the right to close posts at any time once we have received sufficient applications.

Safeguarding Statement

Imberhome School and West Sussex County Council are committed to safeguarding and promoting the welfare of children and young people and expect all staff and volunteers to share this commitment. We will ensure that all our recruitment and selection practices reflect this commitment. All successful candidates will be subject to an appropriate Disclosure and Barring Service check along with other relevant employment checks, including satisfactory references.