

Person Specification – Senior ICT Officer	
	Essential / Desirable
Qualifications	
<ul style="list-style-type: none"> Qualified to Degree Level or equivalent professional qualification in ICT 	E
Experience	
<ul style="list-style-type: none"> Ability to demonstrate wide-ranging experience of working within an ICT Department Management experience in an organisation of a similar size or in the housing association sector 	E E
Knowledge	
<ul style="list-style-type: none"> Knowledge of best practice in relation to maintenance, support and delivery of ICT systems and services Knowledge of all current legislation in relation to data protection A good understanding of Information Security and Information Security principles Knowledge of current ICT legislation Extensive knowledge of Windows operating systems Advanced knowledge of SQL databases Understanding of current and future challenges facing Registered Social Landlords Advanced Knowledge of Microsoft Office 365 	E E E E E D E E E
Skills	
<ul style="list-style-type: none"> Strong communication skills (oral and written) Ability to plan, develop, monitor, evaluate and audit systems to ensure effective implementation and development of projects and processes Excellent and up-to-date technical skills Effective team player Able to apply a structured approach to problem solving Excellent time management skills with a proven track record of prioritising and planning effectively A clear understanding of the role of ICT and digital transformation in the delivery of business outcomes in today's climate Ability to motivate and develop staff in a challenging and pressurised environment 	E E E E E E E E

<i>Personal Qualities</i>	
<ul style="list-style-type: none"> • A high level of personal integrity, expressed through behaviour and conduct • Self-awareness and understanding of the need to be a role model for others • Willingness to work flexibly, including evening meetings • Understanding and commitment to the Equality & Diversity Policy 	E E E E