



# SHREWSBURY INTERNATIONAL SCHOOL

BANGKOK • CITY CAMPUS

Shrewsbury International School Bangkok City Campus

Job Opportunity

Position / Job      ICT Support Technician

Specification:      This appointment is for Thai nationals only. Applications will be considered as they arrive

Department:      ICT

General:            Shrewsbury International School Bangkok City Campus is a purpose-built primary school in the heart of Bangkok. The campus is designed specifically for children aged 3-11 years old. 672 places are available from Early Years 1 (Age 3+) to Year 6 (Ages 11+).

The school operates on 25,000sqm of learning space. There are 4 major buildings, which house state-of-the-art facilities for Early Years, Primary, Sport and Creative Arts.

The swimming pools, the dance studio, the Gymnastics Centre of Excellence, the music rooms, the dining hall, the football pitch, the elevated indoor running track and the play spaces are all designed bespoke for primary-aged children.

The link with Shrewsbury School UK ([www.shrewsbury.org.uk](http://www.shrewsbury.org.uk)) is taken very seriously and, year-on-year, develops into a world-class educational partnership.

City Campus opened its gates in August 2018. It builds on the success of Shrewsbury International School Bangkok Riverside, where 1,700 students study from ages 3-18.

Both City Campus and Riverside share the same values, ethos and mission. The campuses come together to form Shrewsbury

International School Bangkok, and children from City Campus will graduate to Riverside in Year 7 (Age 12+).

The campuses work closely together to create exciting opportunities for both children and for staff.

**Key Responsibilities:** The ICT Support Technician at Shrewsbury International School Bangkok City Campus is responsible to the ICT Supervisor who acts as Line Manager. He/she will work closely with the rest of the ICT Support team to provide an excellent service and vital technical support to meet the needs of the Shrewsbury community.

**Professional Expectations:** The ICT Support Technician should have the following qualities

- To provide comprehensive technical support service to apple devices such as iPads, iMacs, Macbooks and Apple TV's including administration, installation and updating of all apple software and Apps to all staff and students.
- Administrative duties relating to the schools' IT systems including Google Apps for education, Firefly, Destiny and Overdrive.
- Basic Programming knowledge in: Microsoft Access, MySQL, SQL server.
- Basic Web Programming knowledge in: ASP, PHP, CMS such as Wordpress.
- Set up equipment such as desktop PC's, laptops, data projectors, printers, interactive whiteboards and other ICT equipment, ensuring that systems are ready for use.
- General technician duties as and when required to help maintain the school network and support the smooth operation of the schools' IT infrastructure.
- Good English language skills in speaking and reading.
- New graduates are encouraged to apply.

**Child Safeguarding:** Shrewsbury International School Bangkok City Campus is committed to safeguarding and promoting the welfare of children. The successful candidate will be required to:

- attend in-house Child Safeguarding programmes;
- promote and safeguard the welfare of all children in the school;
- report to the Child Protection Officer any concerns they have for the welfare of a child;
- keep professional relationships with children where personal boundaries are respected and maintained;
- seek advice from a Line Manager or Child Protection Officer with issues or concerns related to Child Safeguarding.

Requirements:

- Satisfactory Thai Police Criminal Record check
- Confirmation of identity
- Satisfactory references
- Verification of qualifications and work experience

How to Apply:

Applications must be made through the online Shrewsbury International School Application Form, which is available on the school website “Job Vacancies” page.

<https://www.shrewsbury.ac.th/city/recruitment/vacancies>

Further Details:

Full details of the school are available on our website at <https://www.shrewsbury.ac.th/city/>

Any queries should be forwarded to [jobs-city@shrewsbury.ac.th](mailto:jobs-city@shrewsbury.ac.th).