Drapers' Multi-Academy
Trust
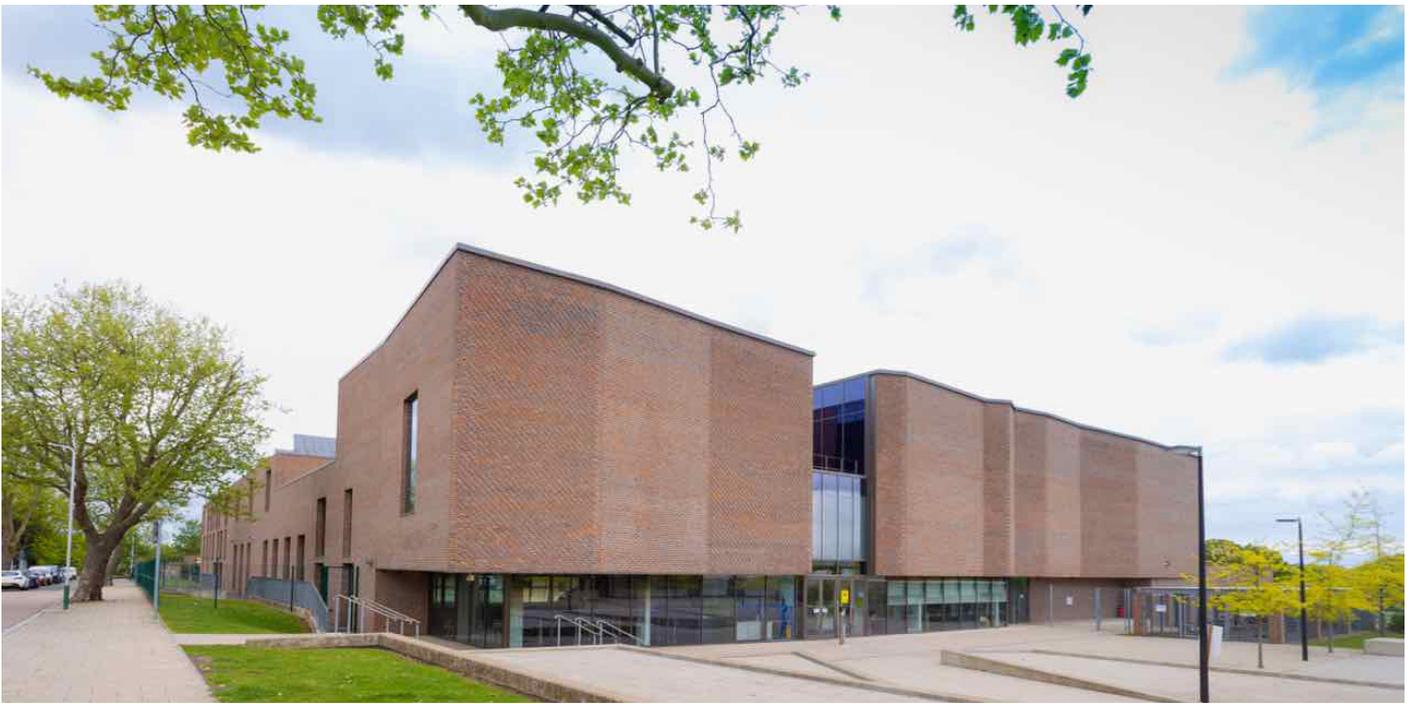
Drapers' Multi-Academy
Trust

Senior IT Engineer

Application Pack

Welcome

Dear Candidate,

I am delighted to extend a warm welcome to you as you explore the exciting opportunity to join our dynamic team at Drapers' Multi-Academy Trust. We are a small but growing and ambitious multi-academy trust with a clear vision: educational excellence, community engagement, and holistic development across our schools, ensuring that every child has the opportunity to succeed and flourish.

As the CEO of this vibrant organisation, I take immense pride in the positive impact we make within our communities and the dedication of every individual who contributes to our mission. Our journey is driven by a shared commitment to inclusivity, ambition, respect and collaboration. We believe that each member of our team plays a crucial role in shaping the future of our schools and the lives of our pupils.

We are seeking a motivated and enthusiastic Senior IT Engineer to join our team. The successful candidate will assist in providing IT support to ensure the smooth operation of our IT systems. This is an exceptional opportunity for a talented and driven professional to take a key role in shaping our IT estate. This will include being part of a Trust-wide network refresh, giving exposure to diverse areas of networking and the chance to make a meaningful impact on the next chapter of the Trust's story.

In this recruitment pack, you will find detailed information about our Trust, the role, and the qualities we are seeking in our ideal candidate. We are looking for someone who is not only technically proficient, but also shares our passion for creating a Trust where everyone - pupils, students, staff, and the broader community - can flourish.

Joining our team means becoming part of a supportive and forward-thinking organisation where your contributions are valued and your development is nurtured. We offer a collaborative work environment where innovation and excellence are encouraged, and where your expertise can truly make a difference.

Thank you for considering this opportunity. We look forward to the possibility of you becoming a key part of our journey and contributing to the continued success of our schools.

Kind regards,

Darren Luckhurst
CEO

Drapers' Multi-Academy Trust

Vision, Mission & Values

Vision

Drapers' Multi-Academy Trust strives for educational excellence, community engagement, and holistic development across its schools, ensuring that every child has the opportunity to succeed and flourish.

Mission

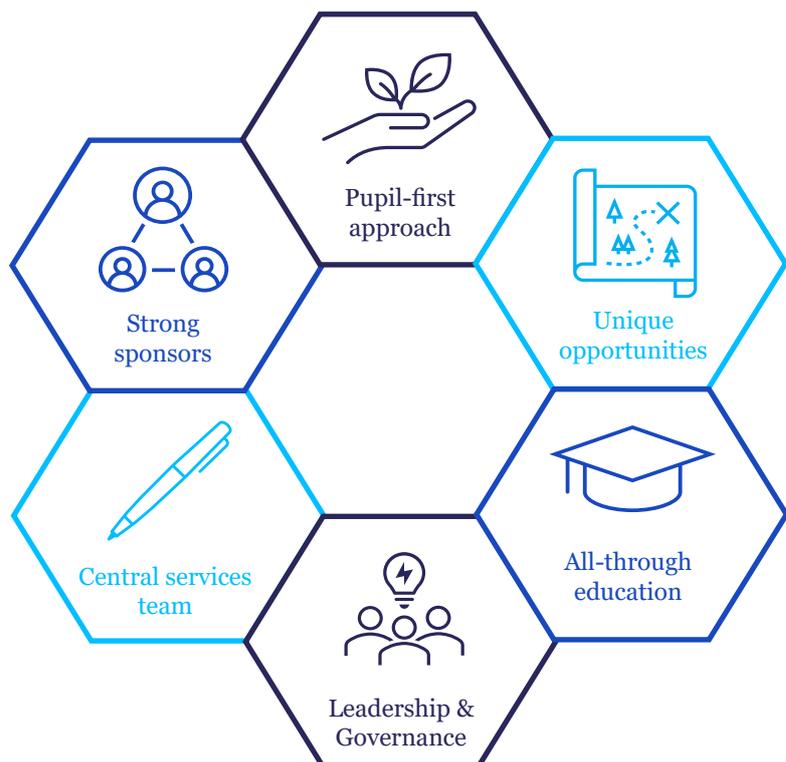**Empowering excellence, embracing diversity**

Our mission at Drapers' Multi-Academy Trust is to provide a transformative educational experience that empowers pupils to reach their full potential. Through collaboration, innovation, and a commitment to inclusivity, we strive to create a nurturing environment where every individual is valued and supported.

By leveraging the rich heritage of the Drapers' Company and the academic expertise of Queen Mary University London, our schools cultivate dynamic learning environments that inspire every pupil to achieve their goals. Our overall ambition is to nurture resilient, compassionate, and globally-minded citizens who will thrive in an ever-changing world.

Values

We are an inclusive and ambitious Trust, benefitting from the support of our Sponsors. Through a culture of respect and collaboration, we aim to enhance the educational outcomes and life chances of our pupils and increase the number of learners benefitting from the Trust's resources and expertise.

What makes us a strong Trust?

Strong sponsors

Pupil-first approach

Unique opportunities

Central services team

Leadership & Governance

All-through education

About Us & Our Sponsors

We are a growing multi-academy trust with a strong commitment to creating safe, welcoming, and inspiring learning environments across our schools. Our trust is made up of a small number of community-focused and geographically close schools, where collaboration and high standards of education are at the heart of what we do.

As a Trust we strive for our schools to be among the most successful all-ability schools in their area. We will achieve this through traditional values and laying the foundations for outstanding education to be taught.

Our sponsors are highly experienced and passionate about education.

www.thedrapers.co.uk

The Drapers' Company have been involved in education for over 500 years. They support a range of extra-curricular activities and link the Academy to a wider community across London. A mentoring programme allows pupils to have greater access to employment opportunities and provides informal coaching and support.

www.qmul.co.uk

Queen Mary, University of London, is one of the country's leading higher education institutions and is a member of the Russell Group of top universities. The university provides support and expertise to both staff and pupils, particularly in the Academy's specialist areas of science and maths. Student ambassadors from the university regularly visit the Academy providing support to pupils and an insight into higher education. There are regular visits to their main campus based on the Mile End Road for pupils to experience life at university. As a co-sponsor, Queen Mary, University of London guarantees a place to all Academy Sixth Form students who achieve the required entry grades.

"Staff at all levels value their opportunities for professional development."

DRAPERS' ACADEMY OFSTED INSPECTION, MARCH 2025

Drapers' Multi-Academy Trust

Job Description

Job Title:
Senior IT Engineer

Location:
Drapers' Multi-Academy Trust school sites, Romford

Reports To:
Head of IT

Salary:
£35,000 - £40,000 (dependent on experience)

Working Hours:
Permanent, full-time, on site (36 hours per week, 52 weeks per year)

Job Purpose:
In this role, you will support the delivery of the IT Service Desk through hands-on technical responsibilities. The idea candidate will combine strong day-to-day team coordination skills with technical expertise to ensure exceptional service and support across the organisation.

Job Requirements:
The role requires prior experience in a school or educational environment and a strong understanding of school systems, workflows and procedures, providing hands-on technical expertise across all IT platforms. The ideal candidate will be able to hit the ground running and provide immediate value to our busy team.

Opportunities for progression into management will be available for the successful candidate.

Key Responsibilities:

Technical Oversight
- Support the IT service desk team to deliver high-quality technical support across the Trust.
- Line management of the IT Apprentice.
- Quality assurance checks on tasks and projects.
- Foster a culture of continuous improvement, professional growth, and accountability within the IT team.

Technical Operations and Support
- Point of escalation for the IT team whilst remaining actively involved in day-to-day technical tasks.
- Provide advanced technical support for complex hardware, software, and network issues.
- Oversee the installation, configuration, and maintenance of IT systems, ensuring minimal disruption to teaching and learning.
- Ensure timely and effective resolution of service desk tickets in line with priorities and SLAs.
- Drive efficiency and reliability through proactive system monitoring and Performance optimisation.
- Promote a user-focused service culture, ensuring consistent communication and support.
- Maintain clear technical documentation and knowledge sharing resources.

Systems Administration and Maintenance

- Manage and delegate routine maintenance tasks, including backups updates, and patch management.
- Maintain accurate IT asset records and ensure regular audits are completed.
- Ensure infrastructure, servers, and systems operate securely and efficiently across all Trust sites.

Network Management

- Configuration, management, and troubleshooting of network infrastructure (routers, switches, firewalls, wireless systems).
- Collaborate with the Head of IT on network development, upgrades, and capacity planning.
- Monitor network performance to ensure reliability, security, and scalability.

Projects and Strategic Development

- Support the delivery of IT projects such as infrastructure upgrades, system migrations, and new technology roll-outs.
- Contribute to strategic IT planning, aligning projects with the Trust's goals and digital strategy.
- Ensure thorough documentation, testing, and evaluation for all project implementations.

Security and Compliance

- Ensure compliance with IT policies, GDPR, and data protection legislation.
- Identify and mitigate security risks through proactive system monitoring and patch management.
- Support the implementation of robust cybersecurity measures, incident response, and disaster recovery planning.
- Understanding of safeguarding responsibilities in relation to IT (filtering, monitoring, online safety)

Continuous Improvement and Professional Development

- Stay informed of emerging technologies and educational IT trends.
- Participate in professional development activities to enhance leadership and technical expertise.
- Encourage staff development through training, mentoring, and knowledge sharing.

Communication and Collaboration

- Build strong working relationships with stakeholders, including school leaders, staff, and external partners.
- Communicate technical information clearly to non-technical users.
- Contribute to cross-departmental initiatives that enhance the Trust's IT service delivery.

IT Procurement

- Provide technical input into procurement and budget decisions.
- Obtain quotes from third party suppliers.
- Manage renewals (licenses, warranties, subscriptions).
- Manage supplier relationships.

Additional duties

- Comply with the Trust Code of Conduct, and all policies and procedures of the Trust and its schools and report any concerns to the appropriate person.
- Engage in continuous professional development and performance management arrangements.

This job description details responsibilities but is not prescriptive and does not direct any particular priorities or amount of time to be spent carrying out the duties. It is not necessarily a comprehensive definition of the post, and the post holder may be required to undertake other duties and responsibilities commensurate with the grade and scope of the post. This job description may be subject to amendment, to meet the changing needs of the Trust, following appropriate consultation.
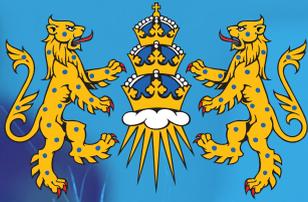
Person Specification

	Essential	Desirable

Education and Qualifications

	Essential	Desirable
• A-levels or equivalent		✓
• A 2:1 degree, or equivalent, in computer science or IT		✓
• A recognised IT qualification, level 2 or above, or working towards such a qualification, or suitably qualified by experience in an IT role.		✓

Knowledge & Experience

	Essential	Desirable
• Strong IT systems knowledge: Hyper-V, DHCP, Print Management, Virtualisation, Group Policy, Active Directory, VLANs, Firewalls, Routing, Switching, Office 365 admin (AAD, Exchange, OneDrive, SharePoint), Google Admin, Veeam, Sophos, Papercut.	✓	
• Skilled in troubleshooting networking infrastructure and resolving complex technical issues.	✓	
• Experience leading IT projects and acting as escalation point for advanced technical issues.	✓	
• Experience with AutoTask, SCCM, cloud management systems, or in a multi-academy trust environment.		✓
• Awareness of data protection issues.	✓	

Key Skills and Abilities

	Essential	Desirable
• Excellent communication, both oral and written, including presentational skills and the ability to explain things in a simple and effective way to all stakeholders.	✓	
• Awareness of IT developments and future-proofing an organisation.	✓	
• Developing good working relationships with colleagues.	✓	
• Planning and prioritisation.	✓	
• Managing time and working under pressure.	✓	
• Ability to take responsibility and work independently.	✓	

Personal Attributes

	Essential	Desirable
• Organisation wide, collaborative approach	✓	
• Self-motivated with drive, initiative and high degree of pro-activity	✓	
• Personable and good sense of humour	✓	
• Commitment to working as a positive and constructive team member	✓	
• Commitment to equal opportunities	✓	
• Commitment to confidentiality and diplomacy	✓	

Drapers' Multi-Academy Trust

Application Process

We are seeking a motivated and enthusiastic Senior IT Engineer to join our team. The successful candidate will assist in providing IT support to ensure the smooth operation of our IT systems. This is a fantastic opportunity for a highly skilled and motivated individual to play a key and influential role in the next chapter of the Trust's story.

Post Start Date: As soon as possible
(subject to notice period)

Closing Date For Applications: 10am Monday 4th May 2026
We reserve the right to close this advertisement early if we receive a high volume of suitable applications.

Interview Date: Week commencing 11th May 2026

Salary: £35,000 - £40,000
(dependent on experience)

We would welcome candidates to visit the Trust. Please contact Emma Tate (HR Manager) if you wish to arrange a visit. *admin@drapers-schools.com*

Sector: Education, Not for Profit / Charity, Public Sector

Contract Type: Permanent

Location: Harold Hill RM3 9XR
(Drapers' Multi-Academy Trust)

For further information please visit our website: **www.drapers-schools.com** and **www.drapers-schools.com/41/why-work-for-drapers-multi-academy-trust**

Drapers' Multi-Academy Trust

If you would like to apply for this post please complete our JobsGoPublic application online, which can be accessed via our website:
www.drapers-schools.com/44/current-vacancies

- You will need to include a supporting statement as part of the online application

- Your supporting statement should be approximately two sides of A4

If you have any questions please contact Emma Tate (HR Manager) by email admin@drapers-schools.com or telephone 01708 371331.

References will only be contacted following the interview stage and with the candidate's agreement.

Applicants are requested to read the information carefully, especially the job description and person specification (found on the previous pages). Please ensure your application satisfies the criteria in the person specification and you display evidence of this in your formal letter of application.

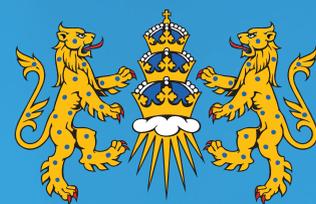**You must complete the reference section with TWO referees.**
Please note that:

- The first referee should normally be your present or most recent Manager or equivalent person.

Referees will be asked about disciplinary offences relating to children, which may include any in which the penalty is "time expired" and whether you have been the subject of any child protection concerns, and if so, the outcome of any enquiry or disciplinary procedure. References will not be accepted from relatives or from people writing solely in the capacity of friends.

Drapers' Multi-Academy Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. Appointments are subject to enhanced DBS clearance, an online check, and satisfactory employment references.

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