



## ICT Support Officer

We are looking for an enthusiastic ICT Support Officer to join our ICT Services team. This is a full-time position reporting to the ICT Manager.

Nestled in the leafy suburb of Barden Ridge in Southern Sydney, Shire Christian School has been providing high quality Christian education for nearly 50 years. With over 900 students enrolled across Prep to Year 12, we seek to create a culture where every child is part of a community that feels like family.

The ICT Support Officer is a part of the ICT Services team which is responsible for the day to day ICT needs of the School. The role provides proactive and customer service focussed ICT support (including training) for staff and students as well as supporting teachers with the effective use of technology in the classroom.

The successful applicant will be able to:

- Support the School by providing high quality ICT Support to staff, students and parents in a consistent and reliable manner, ensuring the continuity of services, along with the security and integrity of data.
- Support the School by responding to all enquiries in a prompt, courteous and professional manner.
- Support the student 1:1 device program, including deployment of devices and organising repairs as required.
- Produce documentation and training to staff both in large groups and 1 to 1 settings.
- Assist with Audio Visual and lighting events as required, including supervising permitted student use of AV equipment.
- Play a proactive role in the delivery of the School's ICT Strategy and key projects.

Selection Criteria:

- Excellent written and verbal communication skills and interpersonal skills
- Able to work effectively in both a team and individually
- Strong organisation and time management skills
- An ability to work autonomously and actively seek opportunities to improve workflows or processes.
- An interest in a wide range of technology, and its application in a workplace.
- Willingness and ability to train and develop others
- An ability and desire to learn new skills quickly

Employee Benefits include:

- Supportive and collegial School culture.
- Access to our Employee Assistance Program.



# Shire Christian School

*a firm foundation*

- Salary sacrifice packaging and Fitness Passport.

The successful applicant should be a committed Christian actively involved a church community. All employees at Shire Christian are expected to be personally committed to the school's mission, vision and statement of faith with a clear understanding of reformed evangelical theology.

**How to apply:** If you meet the criteria and are interested in joining our Christian learning community, we would love to hear from you! Please use the Support Staff Application Form found on our school's [website](#) and email to [hr@shirechristian.nsw.edu.au](mailto:hr@shirechristian.nsw.edu.au).

**Closing date: Monday 13 April 2026**

Please note the advertising closing date is indicative only and the School reserves the right to close the advertisement before this date is reached. Therefore, you are encouraged to submit your application as soon as possible.