



Regional Excellence Global Reach

Job Description

IT Sales Consultant



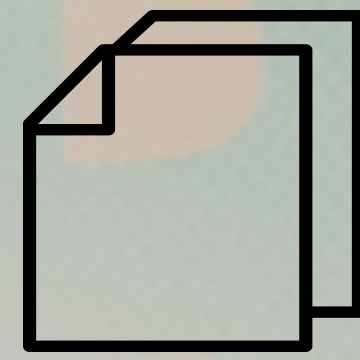


What This Document Contains



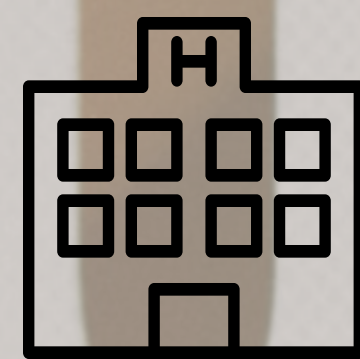
Who we are

An introduction to Holistic Recruiters



Job Description

What responsibilities you will have and what will be expected of you



About the Service

All you need to know about the place of work



Benefits

All the extra advantages you will gain whilst working with us.



Contact Details

Contact details for any inquiries



Who We Are

Holistic Recruiters LTD, working along side Tech Recruit, can promptly locate highly competent IT experts that are the ideal fit for your project or permanent employment needs. We can match the right technology professional with the right role using skills testing and the experience of our specialised specialist technology recruiting consultants.

Supporting the Individual

We will:

- Take time to understand the daily routine of each service user- cultural needs and beliefs, personal care, activities, leisure interests and domestic tasks.
- Maintain the individual's dignity and privacy.
- Offer support to develop new skills and increase confidence.

Health Management

We will:

- Help the service user to identify any health needs they may have.
- Assist with the management of health needs by giving support i.e. attend any health care and dental appointments.
- Give support to manage any medication, should this be required.
- Continually promote health and aim to increase the service user's knowledge about how to maintain a healthy lifestyle.

Risk Management

We will:

- Provide service users with an individual risk assessment and strive to provide the best opportunities and choices within this framework.
- Give individuals the freedom to try different activities and experiences.
- Manage responsibly any risks relating to health, neglect, violence, aggression, self-harm or harm from others, exploitation and community access.
- Hold the following policies: Equality and Diversity policy, Equal Opportunities policy, Human Rights policy and Safeguarding Adults policy.





Job Description

Post: Information Technology Sales Consultant

Responsible to: Director

Location: Any

Working hours: Full Time

Contract type: Temporary/Permanent/Temp to Perm

Job Overview:

We are looking for technology specialists who are creative problem-solvers for the position of IT consultant for our clients. IT consultants are responsible for implementing technological solutions to solve business problems.

Key Responsibilities:

- Analysing a company's IT system and infrastructure.
- Diagnosing IT system problems, inefficiencies, and weaknesses.
- Planning a timeline for completion of projects.
- Understanding a client's business needs.
- Implementing a technological solution to meet business needs.
- Analysing and determining security threats.
- Providing advice on technology best practices.
- Collaborating with the technical in-house team to ensure familiarity with technology.
- Training staff to use the new IT system.
- Monitoring the success of IT solutions.
- Producing detailed reports on the efficacy of the technology.

Specific Requirements:

- Degree in computer science, information systems, or related field.
- MBA is advantageous.
- Proficiency with database languages.
- Excellent written and verbal communication.
- Creative problem-solving skills.
- Good time management and organizational skills.



Do's and Don'ts

- ✓
 - Log out of computer systems when you have finished using them.
 - Only use IT systems for purposes relating to your work.
 - Remember that **all** use of IT facilities is logged and monitored.
 - Remember that every website you visit or page that you print costs money.
 - Think carefully about your online conduct to protect personal information.
 - Keep your operating systems and software up to date.
 - Stay alert and report suspicious activity.
- ✗
 - Don't let anyone else use any of your accounts or tell anyone your password.
 - Don't download videos, music or anything else that's copyrighted by other people.
 - Don't use IT facilities to bully or harass other people.
 - Don't install unlicensed or malicious software.



Key Relationships



Working With others:

- Develop effective working relationships with other employees
- Work in cooperation with members of the multi-disciplinary teams to maximise opportunities for people
- If desired by the Service User, maintain and develop relationships with family, friends and other people important in their life

Leading by example:

- Seek opportunities for personal and professional growth
- Be a role model for your co workers and be an ambassador for the service
- Be professional, polite and reasonable at all times

Personal Responsibilities:

- Commit to achieving the relevant qualifications commensurate with the role
- Attend statutory training and any other training as directed by management
- Understand and follow all policies and procedures relevant to the role
- Be open to learning opportunities

Safe Guarding.

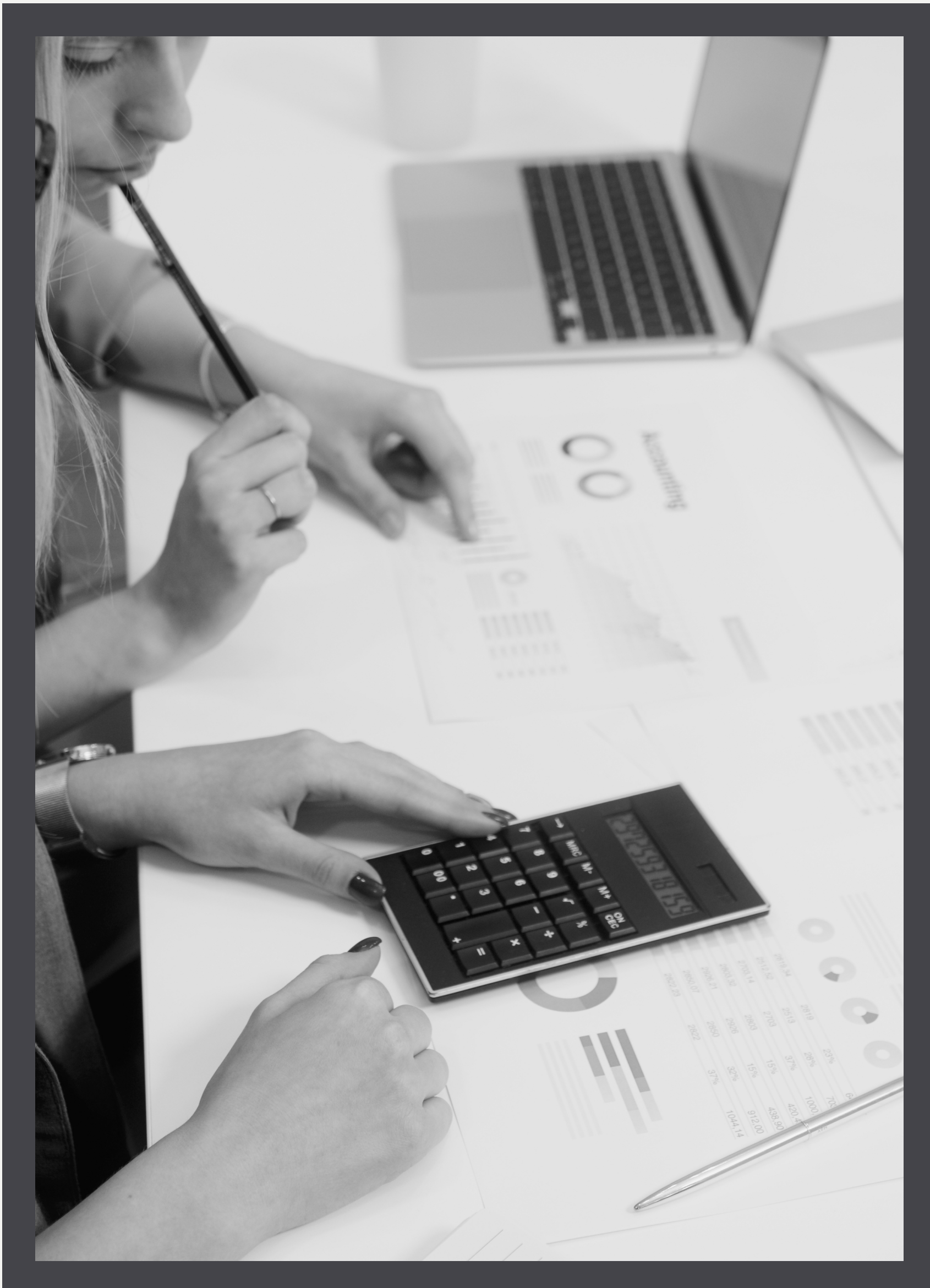
- Holistic Recruiters is devoted to protecting and supporting the welfare of staff, we expect all employees and volunteers to follow suit.
- We require all employees to complete internal and external safeguarding training.
- Holistic Recruiters provides ongoing training to its employees.

Relationship with people you line manage (if applicable)

- Build a positive, supportive and respectful relationship with the staff you manage
- Be mindful of the wellbeing of those you manage
- Be a role model and a leader
- Provide opportunities for others to develop new skills and learn



Benefits



We will provide the relevant training based on your role



We can do a DBS check, if required



We can assist with travel and accommodation

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