



Food Technician Job Description

Post	Food Technician
Fixed Term or Permanent	Temporary until 31 August 2027
Responsible to	Head of Design & Technology
Grade & Range	NJC Grade 6 (Point 11-19)
Weekly Hours	5 hours per week, Monday to Friday
Worked Weeks	Term-time only
Paid Weeks	44.09
FTE Annual Salary Range	£29,070 – £33,119
Actual Annual Salary Range	£3,207 – £3,784
Start Date	ASAP (subject to pre-employment checks and vetting)

Purpose of role

With reference to or guidance from a teacher or senior member of support staff, co-ordinate the provision of technical support for learning activities in food technology, and the preparation and maintenance of teaching areas and equipment for pupils.

Key tasks and responsibilities

- In consultation with or under the guidance of a teacher or senior member of support staff, co-ordinate the planning, developing and/organising equipment and procedures for the specialist technical area
- Assist the teacher in producing lesson and work plans and deliver technical learning activities under the overall supervision of a teacher
- Undertake routine maintenance of technical equipment
- Ensure adherence to health and safety regulations in relation to equipment and materials used by staff and pupils
- Advise, allocate, and guide the work of other technical support staff, ensuring they have the required skills to provide technical support for teachers
- Develop and implement plans to safely and securely store allocated resources / materials / equipment
- Update records, including production of reports and analysis of information.

Individuals in this role may also:





- Monitor the budget for the purchase of technical materials and equipment and undertake regular audits of resources
- Ensure the safe treatment and disposal of used materials, including hazardous substances and respond to actual or potential hazards.

General Duties

Individual roles and responsibilities are assigned below; however, the academy exists as an entity and to ensure effectiveness it will be crucial to understand that all areas of work and responsibility are interrelated and interdependent. Members of the school leadership will have an overarching duty to work closely with other leaders and not be independent of them.

- To ensure that GDPR principles are applied in all areas of work.
- To work flexibly as part of the team to meet any emergencies that may arise
- Promote the safeguarding of all pupils in the school.
- All employees have a responsibility for their own health and safety and that of others when carrying out their duties and must help us to apply our general statement of health and safety policy.
- We are committed to achieving equal opportunities in the way we deliver services to the community and in our employment arrangements. We expect all employees to understand and promote this policy in their work.
- All our colleagues are expected to demonstrate a commitment to Bay Learning Trust values.

It is the Academy's intention that this job description is seen as a guide to the major areas and duties for which the Teacher of Science is accountable. However, this may change and the post holder's obligations will vary and develop. The post holder is required to perform other reasonable duties which are assigned from time to time. The job description should be seen as a guide and not as a permanent, definitive and exhaustive statement.





Person Specification

We are committed to achieving equal opportunities in the way we deliver services to the community and in our employment arrangements. We expect all employees to understand and promote this policy in their work.

	Essential (E) or Desirable (D)	To be identified By Application, Interview or Reference
Qualifications NVQ Level 3 in Food Technology or equivalent. GCSE Maths and English, grade C or above	D D	A A
Experience Experience working in the same technical area Experience of working with young people General understanding of academy policies and procedures relating to health and safety, behaviour, attendance, equal opportunities and child protection	D D E	A,I,R A,I,R A,I,R
Knowledge/skills/abilities Knowledge of COSHH Working knowledge of the practices, processes and procedures relevant to the role Some knowledge of Health and Safety procedures and precautions as they relate to the operation of food and storage of ingredient Communication and organisational skills Ability to work collaboratively and effectively within a team Ability to work independently and to show initiative	D E E E E E	A,I,R A,I,R A,I,R A,I,R A,I,R A,I,R
Other Commitment to undertake in-service development Commitment to safeguarding and protecting the welfare of children and young people	E E	A,I,R A,I,R

