

PERSON SPECIFICATION

Post Title:	Design & Technology Technician
Reporting to:	Head of Technology
Scale:	NJC Scale 1 Point 2 (FTE £ 22,366) Actual Salary £16,898.04
Hours:	32.5 hours a week Term Time Only + 5 days
Disclosure Level:	Enhanced
Contract:	Permanent

Knowledge

- Knowledge of Health and Safety.

Experience (Desirable)

- Experience of working in an educational setting.
- Experience of Design and Technology.
- Experience of working with young people.
- Experience of manual work
- ICT skills.

Skills & Abilities

- Ability to:
 - Basic literacy and numeracy skills of English Language.
 - Work effectively and supportively as a member of the school team.
 - Create and maintain positive working relationships with staff and contractors.
 - Communicate and liaise with staff at all levels.
 - Demonstrate initiative.
 - Able to keep accurate records and use these to inform judgements.
 - Problem solve.
 - Respond calmly to emergencies.
 - Work flexibly during busy periods.
 - Meet deadlines.

Personal Qualities

- Willingness to participate in further training and developmental opportunities.
- Punctual and reliable.
- Friendly disposition.
- Team player.
- Believes in and maintains high standards.



Aspire, Invest, Respect

- Motivated and enthusiastic.



Desirable Criteria

- Any relevant qualifications linked to Health & Safety and First Aid (training can be provided to those without)
- Working knowledge of Health & Safety regulations, moving and handling.

November 2023