

PERSON SPECIFICATION	
Design & Technology/Art Technician	
Qualifications	<ul style="list-style-type: none"> • Hold a recognised qualification at NVQ level 3 or equivalent experience in Technology, and/or Art & Design • Technology safety certificate • First aid qualification, otherwise training will be provided • Knowledge of CLEAPS guidelines and COSHH • Experience in relevant discipline or related qualification • Willingness to work flexibly when required. • Willingness to undertake courses relevant to the role. • D1 qualification (desirable)
Experience	<ul style="list-style-type: none"> • Experience of working in a school or with young people • Experience of working in the Technology or Art industry and the use and maintenance of machinery such as drills, saws and lathes and hand tools • General maintenance of school mini bus • Driving duties of school mini bus • Have knowledge of health & safety regulations/procedures along with First Aid
Knowledge	<ul style="list-style-type: none"> • Understanding health, safety and welfare regulations and best practice • Knowledge of particular subject/technical area • Knowledge of relevant policies/codes of practice/legislation • Ability and enthusiasm to work jointly with colleagues • Full working knowledge of relevant policies/codes of practice/legislation
Skills	<ul style="list-style-type: none"> • Excellent numeracy/literacy skills. • Excellent keyboard and data entry skills. • Effective communication skills to be able to develop and open constructive relationships with a wide range of young people and staff • Ability to prioritise effectively • Ability to relate well to people on all levels • Work constructively as part of a team, understanding school roles and responsibilities and your own position within these • Ability to identify own and others' training & development needs and co-operate with appropriate individuals to address these • Ability to relate well to children and adults • Ability to interpret advice/statute and to devise policy/practice in the

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Skills	<p>light of these</p> <ul style="list-style-type: none"> • Good organisation and personal management skills
Personal Attributes	<ul style="list-style-type: none"> • Commitment to the safeguarding of children and young people • To be organised and efficient • Ability to inspire students • Reliable and punctual • Have a polite, friendly and flexible approach to work • To have a good sense of humour • To follow instructions • To keep calm and professional at all times • Tact and confidentiality • Working in close proximity to and inspiring and motivating others • Willingness to work flexibly when required

This job description will be reviewed annually and may be subject to amendment or modification at any time after consultation with the post holder. It is not a comprehensive statement of procedures and tasks but sets out the main expectations of the school in relation to the post holder's professional responsibilities and duties.

We will ensure, so far as is reasonably practicable, that no disabled applicant is placed at a substantial disadvantage. This person-specification includes what we believe are fully justifiable essential and desirable selection criteria. Provided that the selection criteria unconnected with the disability are met, we will make ALL reasonable adjustments in order that someone with a disability can undertake the duties involved.

We are committed to safeguarding and promoting the welfare of children and young people and expect all staff and volunteers to share this commitment. An enhanced DBS check will be carried out for all employees and volunteers. We are a no smoking school.