

Job Description

Engineering Technician

Salary: Grade 5 (8 -13)

Hours: 37 hrs

Reports to: Head of Engineering



Core Purpose:

To assist in the smooth running of engineering teaching in the school and work flexibly as part of a team of 2 technicians, assisting as directed.

Main Responsibilities:

- To ensure the timely delivery of the practical engineering curriculum by way of the safe provision and removal of relevant engineering materials and apparatus;
- Be committed to working in a forward-thinking, creative organisation, being prepared to support lead teachers in engineering with the delivery of lessons and learning experiences including:-
 - workshop activities.
 - Instructing Learners in an engaging and safe environment, usually in small groups.
 - stores and materials management
 - production of components and models in line with specific industrial briefs
 - maintenance of machinery and equipment to the highest standards
- To be responsible to the Head of Engineering in co-ordinating the use of and development of practical resources and facilities, including the provision of guidance and support in meeting the practical requirements of the engineering curriculum, including liaising with all areas of the academy and external organisations;
- Supporting the organisation with technical support to the engineering department, including assisting in practical classes, carrying out demonstrations, preparing resources, assembling apparatus;
- Giving technical advice to teachers, technicians and learners;
- Support with risk assessments and ensure safe systems of work are in place and adhered to;
- To assist and support for the promotion and observance of a healthy and safe working environment for the technical support service in all engineering rooms and workshops by:-
 - contributing, to the review of both health and safety procedures and information resources;
 - keeping up-to-date with current procedures and practices through continuing professional development;
 - Supporting with the provision of technical advice on health and safety issues to staff;
 - The safe storage, use and disposal of used materials, including hazardous substances and responding to actual or potential hazards;

- Ensuring that equipment is clean and workshop area is tidy and in accordance with health and safety guidance at all times.
- Ensuring that the workshop is clean, safe and presentable in line with industry best practice.
- To support and control of practical resources including:
 - Assist on stock control, compiling orders, liaising with suppliers and maintaining appropriate safety records;
- To support the engineering department on routine and non-routine checking, cleaning, maintenance, calibration, testing, repairing and recording of equipment to the required standard.
- Assist with employee engagement and special events such as open evenings
- Assist teachers with displays and notice boards. Be committed to the safeguarding and welfare of young people.
- To observe at all times confidentiality appropriate to the post and to work within school guidelines of Data Protection.
- Perform other duties as assigned by your line manager

Personal Specification

Science Technician

	Essential Requirements	Desirable Requirements
Qualifications	GCSE Science, Maths and English at grade 4 or above (or equivalent).	Relevant L3 STEM qualification
Experience	Proven record of work/experience in a technical environment An awareness of Health and Safety in a technical environment	Experience of working with children and young people Understanding of outstanding teaching, learning and assessment strategies Relevant worked-based professional experience Experience of working with a range of partners both in and outside the world of education
Personal Qualities	Ability to work independently and as part of a team. An interest in the education sector. Experience of prioritising work under pressure. A customer care/service approach in working with staff, students and others. Enthusiasm for the role. Willingness to learn and adapt.	Excellent subject knowledge

	<p>Planned approach to own and work of others.</p> <p>Ability to communicate at all levels.</p> <p>Excellent organisational skills</p>	