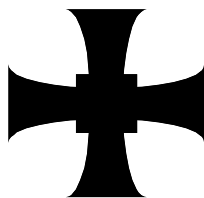


Trinity School, Carlisle



Job description

Job Title: D&T Technician

Scale: OP7ii

Hours: 37 per week, term time plus 3 weeks

Job Purpose:

- To provide specialist support in a specific curricular/resource area, including preparation, and maintenance of resources and support within the department.

Main Responsibilities:

- To create and maintain a purposeful, orderly and productive working environment which is also healthy and safe, and to report all health and safety concerns to the appropriate person in accordance with school policy;
- To ensure the timely and accurate design, preparation and use of specialist equipment, resources and materials for the delivery of this subject;
- To contribute to planning development and organisation of systems, procedures and policies;
- To maintain specialist technical equipment, checking for quality and safety, undertaking specialist repairs and modifications and liaising with outside agencies for other repairs to be carried out in accordance with school policy;
- To demonstrate and assist others in the safe and effective use of specialist equipment and materials;
- To demonstrate and assist students in using computer aided manufacturing machines e.g. Laser Cutter and CAMM Routers;
- To assist with workshop activities as directed by the Curriculum Leader for Design and Technology.
- To prepare or laser cut and distribute materials/parts for students' project work;
- To be responsible for the storage of all materials and for the technicians' workshop;
- To monitor and manage stock and supplies for the specific curriculum area;
- To receive and check all deliveries of materials and sundries and to advise the Curriculum Leader about stock levels;
- To perform regular checks on dust extraction, workshop machines, safety equipment and workshop sundries.
- To maintain a current knowledge of health and safety requirements, including attending courses as required and, working with the Curriculum Leader for Design and Technology, to ensure that the department complies with Health and Safety Law;

Main responsibilities continued:

- To work collaboratively with colleagues to protect and safeguard students;
- To share expertise and skills with others;
- To participate in training and other learning activities as required;
- To undertake such other duties connected with the post as may reasonably be requested.