

BROMSGROVE SCHOOL

Design Technology Technician

Line Manager:	Head of Design & Technology, Senior School
Hours of Work:	37.5 hours per week during term time, 8.00 a.m.-4.00 p.m. plus a further 10 days during school holiday periods to ensure the Department is always prepared
Salary:	£ 13.50 per hour.
Holidays:	The paid holiday entitlement is 6.4 weeks pro-rated, but you will be entitled to School holiday periods except for those periods of time mentioned in hours of work.
Pension:	A 7% contributory pension scheme is available.
Sickness:	Statutory Sick Pay only in the first year of service During probationary period, nil, during first year two weeks of full pay, during second year, six weeks of full pay, during years 3-5 eight weeks of full pay, during years 6-10, ten weeks' of full pay. During year 11 and beyond 12 weeks of full pay.

General Job Requirements

- To adopt and maintain high personal and professional standards in line with the high expectations of the department and School.
- To demonstrate good communication skills with all members of the department and others at the School, be approachable and willing to help others in the department when required.
- To keep abreast of new initiatives and to be proactive within the DT Department, being able to work independently at times.

Specific Responsibilities

- To prepare and provide materials as requested, often using the table saw, chop saw, band saw and planer thicknesser in accordance with agreed safety guidelines.
- The general maintenance, repair and cleaning of all workshop tools, machinery and CNC equipment on a daily, weekly and termly basis where appropriate, liaising with internal departments and external contractors where necessary.
- To maintain a safe working environment by keeping work areas clean, tidy and well organised and storing all equipment and materials safely and systematically.
- To set up and use the metal and wood working machinery and cnc equipment and be able to carry out welding and brazing.

- To ensure the smooth running of all practical work throughout the DT Department by supporting and advising teaching staff with pupils' projects.
- To construct jigs and fixtures for general workshop use.
- To assist with ordering, buying and cataloguing of equipment, consumables and machinery when necessary, and to support the second technician in this role as required.
- To assist in the provision of photocopied material as requested by the teaching staff and to assist in lessons where required.
- To use the school's networked computers to input data, send and receive electronic communication and word process as may be required when carrying out normal duties.
- To attend department meetings as well as informal meetings with the HOD to effect smooth running of the DT Department and its future development.
- To assist with the classroom displays in DT.
- To have a propensity to gain new skills and knowledge as the department changes and offer support with new equipment such as the 3D printer and 3D scanner and any new CNC equipment.

This job description is not necessarily a comprehensive definition of the role and the job holder may be directed to undertake other duties which may be reasonably given to them by the Head of Design Technology from time to time. It may be reviewed annually or earlier if necessary and it may be subject to modification or amendment at any time, after consultation with the post holder.

How to Apply

Please complete the online application. Closing date is 14 April.

The School is committed to safeguarding and promoting the welfare of children and young people. Applicants must be willing to undergo child protection screening including checks with past employers and the DBS.