

## DESIGN AND TECHNOLOGY TECHNICIAN: PERSON SPECIFICATION

Essential	Desirable	Evidence
<b>Qualifications and experience</b>		
<ul style="list-style-type: none"> <li>• Studied to a minimum standard of GCSE (grade A*–C) or equivalent, in English and mathematics.</li> <li>• BTEC/TEC Certificate or City &amp; Guilds or equivalent qualification/s in appropriate workshop subjects.</li> <li>• Relevant experience of working within a workshop or similar environment including diagnosing and solving problems with equipment/tools (at least two years).</li> </ul>	<ul style="list-style-type: none"> <li>• Further or higher education qualification relevant to the field.</li> <li>• Certificate for testing electrical equipment.</li> <li>• Experience of working in a school or similar establishment.</li> <li>• Experience of training staff.</li> <li>• Experience of using CAD/CAM software applications.</li> <li>• First aid qualification or willingness to gain one.</li> </ul>	<p>Application form</p> <p>Letter of application</p> <p>References</p> <p>Interviews</p> <p>Certificate/s (to be available at interview)</p>
<b>Knowledge and skills</b>		
<ul style="list-style-type: none"> <li>• Ability to build and form good relationships with colleagues and students.</li> <li>• Ability to work constructively as part of a team, understanding school roles and responsibilities including own.</li> <li>• Ability to absorb and understand a wide range of information.</li> <li>• Good verbal and written communication skills appropriate to the need to communicate effectively with colleagues, students and other professionals.</li> <li>• Good standard of numeracy and literacy skills.</li> </ul>	<ul style="list-style-type: none"> <li>• Working knowledge of national requirements regarding curriculum delivery of design and technology.</li> <li>• Working knowledge of behaviour management strategies.</li> <li>• Working knowledge of completing risk assessments.</li> </ul>	<p>Application form</p> <p>Letter of application</p> <p>References</p> <p>Interviews</p>

<b>Essential</b>	<b>Desirable</b>	<b>Evidence</b>
<ul style="list-style-type: none"> <li>• Good working knowledge of a range of ICT software, hardware and other resources.</li> <li>• Can proficiently use computer software including word-processing, spreadsheet, database and internet systems.</li> <li>• Working knowledge of relevant policies, procedures, regulations/legislation eg health and safety and COSHH.</li> <li>• Working knowledge of maintaining and repairing workshop tools and equipment.</li> <li>• Ability to work independently with a number of resistant materials.</li> <li>• Has an aptitude for dealing with practical challenges, computer work involving data inputting and administrative organisation</li> </ul>		
<b>Personal qualities</b>		
<ul style="list-style-type: none"> <li>• Able to show initiative and to prioritise one's own work even when under pressure.</li> <li>• Able to follow direction and work in collaboration with her/his line manager.</li> <li>• Able to work flexibly to meet deadlines and respond to unplanned situations.</li> <li>• Efficient and meticulous in organisation.</li> <li>• Desire to enhance and develop skills and knowledge through CPD.</li> <li>• Commitment to the highest standards of child protection and</li> </ul>		<p>Application form</p> <p>Letter of application</p> <p>References</p> <p>Interviews</p>

Essential	Desirable	Evidence
<p>safeguarding.</p> <ul style="list-style-type: none"> <li>• Recognition of the importance of personal responsibility for health and safety.</li> <li>• Commitment to the school's ethos, aims and its whole community.</li> </ul>		