



## JOB DESCRIPTION

SENIOR DESIGN TECHNOLOGY TECHNICIAN	
<b>Scale/Salary</b>	£18,745 - £20,660
<b>Hours</b>	Full Time(37 hours per week) OR Part Time (Job Share) Term Time only plus 5 days
<b>Section</b>	Design Technology
<b>Location</b>	DSL V E-ACT Academy – Daventry Region. May be required to travel to other academies within region
<b>Responsible to</b>	Head of Design Technology

<b>Role Purpose:</b>	<ul style="list-style-type: none"> <li>• To assist teaching staff in providing students with a relevant and effective Design Technology experience and ensure high levels of achievement.</li> <li>• To instruct KS4 students in the safe operation of Engineering machining processes as part of vocational and academic courses.</li> <li>• To ensure that Health and Safety policies and procedures including auditing are adhered to in all areas within the Design department.</li> </ul>
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<b>Key responsibilities:</b>	<ul style="list-style-type: none"> <li>• To be solely responsible for the Health and Safety of students under instruction and supervision in the engineering machine shop. – by maintaining and setting up equipment prior to lessons as well as teaching the correct safe use of machinery.</li> <li>• Provide student assessment data to the Faculty Head of Department for student interim progress reports.</li> <li>• Ensure that Health and Safety training and training records for students and staff are completed and reported to the Head of Faculty termly basis</li> <li>• Assist the Head of Faculty in the development of policies and procedures which refer to Engineering and Health and Safety within the design department.</li> <li>• Ensure hand tools are kept in optimum condition and stored correctly</li> </ul>
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	<ul style="list-style-type: none"> <li>• Regularly maintain the equipment and tools in the workshop and classroom areas</li> <li>• Keep all classrooms organised and free from hazards</li> <li>• To assist Technology staff in developing appropriate resources for teaching and learning.</li> <li>• Assisting with the open evenings and other academy events as required</li> <li>• To provide support for the teacher during practical lessons this could include food lessons</li> <li>• Prepare materials and ingredients as required by the subject teacher prior to lessons</li> <li>• To undertake such other tasks relevant to the work of the Design Technology Department or the needs of the Academy as they may arise.</li> </ul>
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**E-ACT is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.**

**This post is subject to an Enhanced DBS Disclosure.**

**How to apply.**

To apply for the role, please email your Application Form and Equal Opportunities Form to [daventryregionhr@E-ACT.org.uk](mailto:daventryregionhr@E-ACT.org.uk)

Please note that we do not accept CVs.

The closing date for applications is **Friday 16<sup>th</sup> March 2018.**