



PERSONAL SPECIFICATION – ADT Technician

Qualifications	Essential	Desirable
ICT literate in Design and Technology related software and for record keeping purposes.	✓	
Health and Safety at Work including safe storage and use of COSHH substances.	✓	
First Aid at Work		✓
Some knowledge of the capabilities of CAD/CAM facilities (in-house training will be provided).		✓
Previous Work Experience		
Experience of working with students across KS3 & 4		✓
Experience of working with students across KS5		✓
Experience of working in a socially and culturally diverse school community		✓
Professional Knowledge Skills & Experience		
Ability to demonstrate and provide technical support when working with a variety of hand tools and machinery such as band and fret saw, soldering iron through experience of woodworking, metal work or engineering type activities or similar.	✓	
Experience of compliance with the safe operation of tools and machinery within the workshop. A knowledge of setting up tools, materials and equipment for specific lessons.		✓
Experience of working with students in the classroom environment and maintaining confidentiality of school information.	✓	
An awareness of the requirement for safe disposal of surplus equipment as and when directed.		✓
Ability to repair damaged equipment, including small bandsaw, fret saw, soldering irons and highlight any specific repairs for external fixing.	✓	
Ability to be innovative with the tools, machinery and materials within the department.		✓
People Management Skills		
A patient and calm persona when providing guidance to young people.	✓	
A strong belief and recognition of the vital role and diverse skills of all members of staff.	✓	
Other Personal Qualities		
A firm and active commitment to safe guarding and child protection	✓	
Good communication and interpersonal skills and the ability to mix easily and work with students, parents and staff.	✓	
Be practical, resourceful and flexible and be able to take the initiative when required.	✓	
Highly organised.	✓	
Creativity in problem solving together with a willingness to take on or try new approaches & ideas	✓	
A willingness to support, take part in or run wider and extra-curricular opportunities for students		✓

Ability to work as part of a team or individually as directed by the Head of Department.	✓	
A willingness to undertake certified training in new technologies		✓
Capable of working without supervision with energy and enthusiasm.	✓	
Be responsible for your continued professional development with the support of the Head of Department.	✓	
The school is fully committed to the DfE guidance on Safeguarding Children and Safer Recruitment in Education and all candidates for the post will therefore be subject to vetting procedures following Buckinghamshire County Council's guidance on Safer Recruitment and Selection in Schools.		