



Hazelwick School

A Converter Academy

JOB TITLE: Technology Technician

RESPONSIBLE TO: Head of Design Technology

Overall purpose of the role is to:

- provide high level support to the Design Technology Department
- carry out maintenance activities for the laser cutter, 3D printer, vinyl cutter and CNC lathe
- maintain and develop teaching resources
- be committed to inclusive education
- contribute to the provision of an efficient and effective learning environment

Responsibilities will include:

- regular cleaning, maintenance, repair and servicing of all machinery
- annual maintenance and stock-taking
- ordering materials as approved by the Head of Department
- supporting the delivery of the current curriculum
- staff training where appropriate
- ordering and sorting electronics components
- preparing and checking the contents of construction kits
- assisting students with practical coursework
- designing practical outcomes for projects at all Key Stages
- assisting teaching staff with electronic theory and application

Preparation of Materials

- cutting to size class sets of wood, metals, plastics, paper and card
- assembling and sorting electronics components
- checking the contents of construction kits
- soldering/maintenance of PIC boards

Projects

- design and make electronic programmable assemblies
- Facilitate lesson delivery through CAD/CAM support

Safeguarding

- Hazelwick School is committed to safeguarding and promoting the welfare of children and young people and communicates a clear framework to employees. Safeguarding is a key aspect of every role and all staff must have read and be fully aware of the Child Protection Policy.

Other Requirements:

- maintain confidentiality at all times
- be aware of and adhere to all School policies and procedures

All members of staff are expected to work as part of a team. Within this team, there is an implicit understanding of mutual assistance and co-operation with each other. Any member of the team may expect to give and receive help when there are extra work requirements.

The Technology Technician will carry out such other duties as may be required from time to time.

Last updated May 2019