Person Specification

Post Title:	Instructor/Technician of Design and Technology	
Department:	**Design and Technology**	
Full time, Permanent **Salary: £35,500 per annum**		**Date Compiled:** September 2026

	Essential	**Desirable**
Knowledge	• A good understanding of safeguarding in schools. • A good understanding of Design/Engineering. • A good understanding of Health and Safety to include need for annual safety checks, risk assessment and COSHH. • Knowledge of pressurised gas for welding, etc. • Knowledge of wood, metal and polymer processes.	• First Aid Trained • BS4163 • CLEAPS

Skills	• Able to maintain and service machinery. • Good practical skills to provide resources and assist in the delivery of the subject. (metal/heat treatment/wood/polymers/electronics) • ICT skills to include Office and CAD software. • Able to make effective use of CAD CAM – CNC equipment. (Router, Mill, Lathe, Plotter Cutter, 3d Printers, Metal Laser, Laser cutters, etc)	• Hold a current DATA certificate for machinery health and safety. • Circular saw, planer thicknesser, sander, pillar drill, wood lathe, grinding wheels, welding and brazing, router, hearth, bandsaw, mortiser, metal lathe, vertical mill, metal bandsaw, vacuum forming, plasma cutting, scroll saw and portable hand tools. • Driving licence.
Experience	• Ordered tools, consumables and materials and manage stock. • Preparing materials. Making efficient use of materials to prepare items for lessons and coursework. • Provided technical advice and support to both staff and students and to assist in the manufacturing of project work. • Maintenance and servicing of workshop tools and equipment. • Has previously worked with children. • Undertaken minor maintenance work and alterations to workshops/studios	• Worked in a similar role at a school or university. • Organised school visits to museums or companies. • Has worked previously in industry. • Set up exhibitions. • Liaised with other departments to ensure ICT equipment is maintained and furniture, catering etc. booked. • Experience in organising health and safety equipment checks. • Organising weekly fire drill checks and reporting any issues. • Record keeping of orders and expenditure.

Personal Attributes	• Able to work as a member of a team and individually. • Self-motivated. • Reliable. • Willing to communicate with people of all ages.	
Qualifications	Degree/ HND or apprenticeship in related field of engineering or design.	

Person Specification drawn up by:	Head of Design & Technology	Date: September 2026
Approved for department by:	Human Resources	Date: September 2026