

DISS HIGH SCHOOL
Part time DT Technician Job Description

Hours: 10 hours per week (term time + one week)

Pay scale:

To start: As soon as possible

The position will involve:

- Checking and maintaining workshop and other machinery
- Arranging for maintenance where appropriate.
- Ensuring that store - rooms, workshops, graphics and other technology rooms are prepared, ready for use.
- Preparing a range of materials for teaching purposes, as requested.
- Preparing, setting up and checking machinery and equipment for teaching purposes.
- Issuing equipment, tools, components and materials to teaching staff and students and maintaining appropriate records.
- Providing technical advice, supporting and assisting teaching staff and students.
- Guiding and providing technical support to students with practical work

Person Specification

We are looking for someone who is organised, flexible, reliable and a good team player. Previous school experience would be an advantage.

This job description sets out the duties of the post at the time it was drawn up. The post-holder may be required from time to time to undertake other duties within the school as may be reasonably expected, without changing the general character of the duties or the level of responsibility entailed. This is a common occurrence and would not justify a reconsideration of the grading of the post.