

Job Description

Post Title:	Food Technician
Post Holder:	
Responsible to:	Subject Leader – Food and Nutrition
Liaising with:	Headteacher, Subject Leader Food and Nutrition and HOD of DT, Teachers
Working Time:	30 hours per week, Term Time Only <i>tbc</i>
Salary Grade:	Single Status Grade 4

General Responsibilities

To provide a range of curriculum resources that supports students' learning.

To provide a departmental technician service to the Subject Leader of: Food and Nutrition

This post works across both sites and flexibility to vary working pattern according to the needs of the School is required.

Each member of staff has a responsibility towards their own professional development and that of those they are accountable for.

The specific responsibilities described are subject to annual review by the Principal.

Specific Responsibilities

1. To prepare curriculum resources, including weighing foodstuffs and assembling equipment
2. To clear curriculum resources and store systematically
3. To maintain safety and hygiene in the work areas
4. To support students in their use of curriculum resources
5. To provide departmental administrative support
6. To audit departmental resources and maintain inventory
7. To undertake departmental equipment checks within own level of competence
8. To undertake specialist cleaning of white goods and store areas
9. To maintain and check stocks, monitoring prices of foodstuffs
10. To raise orders for resources, servicing and repairs through the Business Manager
11. To distribute shared equipment from room to room and organise Site Team support as required to ensure this happens
12. To undertake departmental laundering
13. To provide cover amongst the Departmental Technician Team in the event of staff absence or meeting College priorities

Other Specific Duties:

To play a full part in the life of the School community, to support its distinctive mission and ethos and to encourage staff and students to follow this example

To actively promote the School's corporate policies

To continue personal development as agreed

To engage actively in the performance management review process

Employees will be expected to comply with any reasonable request from a manager to undertake work of a similar level that is not specified in this job description

Employees are expected to be courteous to colleagues and provide a welcoming environment to visitors and telephone callers

Employees are expected to adhere to the School dress code presenting a professional image to students, parents, governors and the wider community

The School will endeavour to make any necessary reasonable adjustments to the job and the working environment to enable access to employment opportunities for disabled job applicants or continued employment for any employee who develops a disabling condition



Job Description

Whilst every effort has been made to explain the main duties and responsibilities of the post, each individual task undertaken may not be identified.

This job description is current at the date shown, but, in consultation with you, may be changed by the Headteacher to reflect or anticipate changes in the job commensurate with the grade and job title.

Headteacher:..... Date:

Postholder:..... Date:.....