



Job Description

Job Title: Design Technology Technician

Reports to: Subject Leader Design Technology

Role

- To provide specialist practical support and technical knowledge to students.
- The maintenance of equipment and the setting up of materials for practical work in accordance with health and safety regulations.
- To maintain the DT workshop, food room and equipment and keep it working and safe.
- To remain available for training in order keep up to date with the subject.

Duties and Responsibilities

- To provide specialist practical support and technical knowledge for A Level and GCSE students.
- To be responsible for stock control throughout the department.
- To provide teachers with materials and tools as per lesson requirements.
- To supply students with materials as per their supplied cutting lists.
- To constantly maintain and replenish tool cupboards and racks.
- To maintain the good working order of all hand tools and machinery within the department.
- To maintain or replace safety devices and extraction systems within the department.
- To recharge glass paper/wet & dry boxes as required. Cut up as needed.
- To clean, oil, replace blades on machine saws.
- To check dust extractors, empty and clean as required.
- To replenish and check soldering irons and tools for serviceability.
- To tidy up workshop areas where necessary.
- To check and replace where necessary stationery for the department.
- To sharpen chisels, plane irons and drill as required.
- To support and maintain the laser cutting machine and any other CAD/CAM machinery within the department.
- Any other duties commensurate with the grade of the post which may be required from time to time.

OPGS is committed to the safeguarding of all members of the school community

This job description is not necessarily a comprehensive definition of the post, and the duties may be varied to meet the changing demands of the school at the discretion of the Headteacher. It will be reviewed once per year and may be subject to modification or amendment at any time, following consultation with the postholder.