**Design & Technology Technician**

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| **KEY COMPETENCIES**  |
|  | **Essential** | **Desirable** |
| **Education and Qualifications** | Completed a broad education, including GCSE in English Language and Maths (or equivalent) | A levels (or equivalent) ideally in Design & Technology, Sciences, Art & Design or Maths First Aid qualification (willingness to train) |
| **Experience and Knowledge** | Knowledge of and experience in resistant materials and/or product design. Experience of working in an industrial/commercial environment.  | Experience of working in an educational environment.Experience of managing and directing others. |
| **Skills and Abilities** | Committed to the highest standards of professional behaviour and, at all times, to promoting the welfare and safeguarding of children.Excellent communication skills, both written and verbal.Ability to prioritise workload within anenvironment of interruption*.*Excellent planning and organising.Accuracy and attention to detail.Ability to work as both part of a team as well as independently.Ability to adapt and effectively respond to the changing demands of the job.Ability to work within recognised procedures and instructions in line with needs of the organisation.Relevant IT skillsAbility to establish a sensitive and supportive approach to dealing with parents, students and colleagues. |  |
| **Capability** | * Demonstrates the required skills and knowledge for the role.
* Responds effectively to assigned responsibilities.
* Listens and accepts direction.
* Takes responsibility for own actions.
* Demonstrates problem solving skills.
* Ability to learn and use new skills.
* Uses resources available in an effective manner.
* Is proactive in offering constructive suggestions for improvement.
* Generates creative ideas and solutions and is pragmatic.
* Demonstrates resilience in the face of competing priorities.
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| **Communications** | * Professionally discreet, experience of dealing with sensitive and confidential information.
* Listens effectively to others, demonstrating compassion and sensitivity.
* Liaises with others effectively
* Communicates effectively verbally, by email, telephone and face to face.
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| **Relationships** | * Builds and maintains effective working relationships with colleagues, pupils, and parents
* Works effectively and appropriately with students.
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