Part Time Technician: Food Nutrition & Textiles

Main Duties and Responsibilities:

To provide support to teaching staff and classes within the Food Nutrition and Textiles Departments.

Specific Duties:

- Setting up equipment and ingredients for demonstrations and support for co-curricular clubs.
- Preparing of ingredients for lessons where the department provides them for pupils- weighing and measuring etc.
- Control food stocks and maintain stock levels.
- Control the issue and use of departmental text books and equipment.
- Photocopying of worksheets and other materials.
- Arrange for maintenance and repair of equipment as necessary.
- Ensure all departmental laundering is carried out.
- Cleaning of ovens, display areas, sinks, fridges, freezers and any other areas not covered by the School’s cleaners.
- Maintain an inventory of equipment and carry out termly stock checks.
- Assist in setting up displays around the department and for School Open Events, etc.
- Provide other support and duties as directed by the Head of Department.
- Supporting specific pupils in practical lessons.

Legislative and Organisational Requirements:

- To ensure that all staff conduct themselves in accordance to their responsibilities under the Health & Safety at Work Act 1974.
- The post holder will, at all times, perform the duties with due adherence to all School Policies and Procedures.
PERSON SPECIFICATION

Skills and Experience:

Recent experience of working in a relevant catering or other related environment.

Essential:

1. A flexible, proactive and solution focused approach to work.
2. Strong communication and interpersonal skills, the ability to communicate technical information.
3. Ability to work as part of a team, and to be self-motivating.
4. The ability to plan work to deadlines, handle a diverse workload and to work on own initiative and without direct supervision as required.
5. Understanding of and ability in relation to maintaining security and confidentiality of information as required.

Desirable:

1. Experience of working with children or young people.
2. A qualification in or evidence of a good level of ICT skills
3. A catering qualification and a food hygiene certificate

Terms and Conditions:

This is a part time/job share role. It is anticipated the working pattern will be up to 18.5 hours per week over up to three days each week during term time.

Some additional time in the holidays and evenings may be required.

Salary:

In the region of £8K depending on experience.

Closing date for applications: Friday 7th February 2020

Stockport Grammar School is committed to safeguarding and promoting the welfare of children. Applicants must be prepared to undergo child protection screening, including checks with previous employers and DBS.