



Edmonton County School

Educating our Community for Success

Food Technician

Scale 3

Permanent / Full Time

Required: As soon as possible

Cambridge Campus
Great Cambridge Road,
Enfield EN1 1HQ

Bury Campus
Little Bury Street,
Edmonton,
London, N9 9JZ

Tel: 020 8360 3158 Email: ECSRecruitment@edact.org.uk

Head of School: Paul Miller

About EdAct



EdAct

www.edact.org.uk

EdAct comprises Edmonton County Secondary School (Bury and Cambridge Campuses), Lea Valley Academy, Edmonton County Primary School, Salmons Brook School and, the Konrad Halls Centre.

Our Academies provide an education for children aged 4-18 in North London. We have been educating young people in this part of London since 1919 and throughout that time our approach has been epitomised by high standards and academic excellence, a tradition that continues today.

Our values of aspiration and achievement, personal responsibility, self-discipline and mutual respect are evident in all our work and result in young people who develop and grow as independent, resourceful and resilient individuals.

The Trust has set out the following vision for its work:

Excellence in all we do

Developing a shared understanding of teaching and learning by sharing strengths and best practice

Ambitious and Accountable to our community for the better use of public funds so more resources are available to address the challenges we face

Creative in our approach to achieving the best for the children

Trusted by the community to provide a high-quality education and a great place to work

As a Trust we are committed to providing the best for the children in our schools but also to offer excellent professional development to our wonderful team of staff. If you join us you will enjoy excellent conditions of service and teach children who are keen to learn and succeed. The success of our Trust means that you will have great career prospects either within the Trust or beyond.

We look forward to hearing from you.

Dr Susan Tranter

Chief Executive

About ECS



Edmonton County School

www.edact.org.uk

[Ofsted Report](#)

Edmonton County School (ECS) is a 4-18 mixed, community, comprehensive school with a long history of providing a high-quality education to the communities of Enfield and Edmonton. Although we are a large organisation, with over 1800 students and around 250 staff making up our school community, our dual-campus structure means that the young people in our care have the experience of being in a caring and supportive environment that much smaller schools can offer.

ECS has a hard-working and high-calibre staff working as teachers and members of the wider workforce. Together, we share the aim that we are 'Educating our Community for Success'. The governors, staff and myself share a passionate commitment to meeting the varied individual needs of all our students, in order to ensure they leave ECS with the best possible academic qualifications. We want them to enjoy every aspect of their learning and we want them to develop as individuals, so that they leave us as confident and socially-responsible young people who are well equipped to contribute to society and enjoy success in whichever field they choose for themselves.

At Key Stage 4 (GCSE), the progress of our students is consistently good, whilst post-16 the progress of our students studying A Levels puts the school in the top 10% of Sixth Forms nationally. Whilst we continue to enjoy increasingly high standards of academic achievement, we are always ambitious to do even better and we are continually looking for ways to raise the level of achievement of our students.

Research has shown that strong partnerships between parents and school staff have a positive impact on a child's progress and helps them to feel good about school and their education. I have been teaching in north London schools for over 25 years and have been a senior school leader for over 15 years. I know that a successful school and happy children depend on all of us working together.

Working together also ensures that children are getting a consistent message about good behaviours. Our school is a calm, orderly place and we have high expectations regarding attendance, punctuality, attitudes towards learning, showing respect to members of the school community and the wearing of our uniform, both in school and in the local community.

I look forward to hearing from you.

Paul Miller

Head of School

Job Description: Food Technician



Post Title: Food Technician
Hours: 36 hours per week, 39 weeks per year (Full-time role)
(exact hours to be determined by Department)

Scale: Scale 3
Responsible to: Head of Enterprise Faculty and ultimately the Head of School
and Executive Headteacher

Purpose

- Under the overall direction of the Head of Faculty, and in accordance with the practices and procedures of the school, assist teaching staff in providing safe areas for students and teaching staff.
- The Food Technician will provide technical support to the departments, by the preparation of tools, equipment, and materials for lessons.
- The Food Technician will undertake a practical health and safety role for the relevant departments.
- The technician role forms a central part of the work of the department, and he/she will work closely with teaching staff to support, develop, and further extend the work of the department and the experiences of the students.

Main Duties and Responsibilities

- Support in the classroom.
- Preparation of components for demonstration, class practical work, assessments, and examinations.
- To ensure equipment and other materials are left/stored in a safe and secure condition, ready for re-use.
- Where applicable, to undertake reprographic duties and routine 'resource' tasks, as determined by the needs of the Department.
- To assist in maintaining records of stock and equipment, including inventories and records of breakages.
- Monitor and manage stock cataloguing resources and undertaking audits as required.
- Purchase of consumables from local shops as required and bulk orders where appropriate.

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Job Description: Food Technician



- To clean as directed and to clear out cupboards, drawers, etc. on a regular basis to monitor contents and condition of stock. To assist with stocktaking as required.
- To assist students in class with work acting as a role model and support in their learning to help develop their skills and enhance their progress.

Other

- Always maintain a safe and clean working environment
- Provide support and assistance to the classroom teacher during practical lessons
- Work on your own initiative as well as a member of a team
- Plan and prioritise your work effectively
- Assist in the organisation and presentation of the and Food rooms.
- To attend and participate in relevant meetings as required.
- Where applicable, to undertake reprographic duties and routine 'resource' tasks, as determined by the needs of the department.

Maintaining Work Area

- To ensure food room equipment is kept clean and tidy and that health and safety regulations are met, including checking equipment for safety, cleaning and sterilizing equipment and advising students on safety aspects of practical work.
- The cleaning and maintenance of equipment (including laundering of tea towels, cloths etc.)
- Ensure that fridges, cookers, and equipment are kept clean and that a deep clean is undertaken when required.
- Ensure that all equipment is accounted for, in the correct place and replaced where necessary.
- Maintenance and upkeep of the food rooms and advise of any improvements which can be made in this respect.
- To be responsible for maintaining departmental displays of work both in the technology area and around the school

Health and Safety and Compliance

- To be aware of, and to comply with, all departmental/school instructions and procedures relating to health and safety at work
- To contribute to safe working practice in preparation/storage/teaching areas.

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Job Description: Food Technician



- Advising staff on safety issues and trialling practical work where necessary.
- To deal appropriately with spillages during practical activities.
- Maintenance of the classrooms and preparation rooms to ensure a clean, safe, and orderly environment
- To carry out responsibilities, commensurate with your position, as defined within the following policies and procedures:
- Participate in training and other learning activities and performance development as required
- Contribute to the overall ethos/work/aims of the school
- To assist with the production of an annual audit of the equipment

This job description reflects the present requirements of the post, and as duties and responsibilities, change and develop, the job description will be reviewed and subject to amendment in consultation with the post holder



This person specification describes the skills, abilities and experience that we think are needed to do the job successfully. You should think about these carefully when writing the supporting statement part of your application form. We use the person specification as a benchmark against which we assess all candidates.

We will shortlist only those applicants who demonstrate in their application that they meet the criteria set out in the person specification. You should therefore make sure that your supporting statement demonstrates, how your previous experience, skills, qualifications and abilities match all those on the person specification.

You may find it helpful to list each of the person specification criteria as a separate heading and explain how you meet that criterion. When outlining your skills and abilities, try to give examples of your successes and achievements. Simply saying 'I have an understanding of...' is not enough.

- Food Hygiene & Safety certificate or willing to complete
- Have an interest and basic knowledge of food preparation
- Good literacy and numeracy skills and able to use ICT
- Demonstrable administrative skills
- Able to work as part of a team
- Able to plan and prioritise your own workload
- Flexible, methodical, friendly and efficient
- Experience of Budget/Stock management
- Experience in a Food practical environment
- Experience of working with a wide range of young people
- Experience or working in an educational environment with children
- First-aid knowledge or willingness to undertake training

How to apply

You can apply online by completing the application form:

<https://edact.org.uk/careers>

We look forward to hearing from you.



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