



THE DEAN TRUST

Believe Achieve Succeed

Chief Executive: Mr Tarun Kapur CBE

Chairman: Mr Damian McGann

Dear Applicant

Thank you for your interest in the Food Technology Technician position at **Ashton on Mersey School, Cecil Avenue, Sale, M33 5BP.**

Salary: Band 3 Point 6 -11 £23,893 - £25,979 per annum pro rata.

Actual salary: £20,550.74 – 22,344.94 per annum.

Start Date: As soon as possible

Working Pattern:

- 36.25 hours per week, Monday - Friday 08:00 - 16:00
- Term time including 5 INSET days

What benefits are offered at The Dean Trust?

- Local Government Pension Scheme – Greater Manchester Pension Fund
- 24/7 access to an Employee Assistance Programme (free of charge)
- Cycle to work scheme
- Annual flu jabs (free of charge)
- Access to family-friendly policies

Please find below a job description and person specification.

If you would like to learn more about The Dean Trust, please visit [The Dean Trust](#)

Method of Application

The preferred method of application is electronically via our career's website [The Dean Trust Careers](#). All applications must be made using the Dean Trust's application form. Applications will be shortlisted for interview and the HR Department will contact those applicants who are selected.

Closing Date

Applications received after the closing time of **8am Wednesday 06 November 2024** will not be considered.

If you have any questions, please contact us on 0161 973 1179 or email recruitment@thedeantrust.co.uk. Thank you again for your interest in working for The Dean Trust. We look forward to hearing from you.

The Dean Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share in this commitment.

If you have any questions please contact us on [insert telephone number] or email [insert email address]. Thank you again for your interest in working for The Dean Trust. We look forward to hearing from you

Human Resources Department

Cecil Avenue, Sale, Cheshire, M33 5BP

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The Dean Trust is a company limited by guarantee.

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Job Description

The information contained below is to help staff understand and appreciate the work content of their post and the role they are to play in the operation. However, it should be noted that whilst every effort has been made to outline all the duties and responsibilities of the post, a document such as this does not permit every item to be specified in detail. Broad headings may therefore have been used; in which case all the usual associated duties are included in this job description.

Job title	Food Technology Technician
Reporting to	Curriculum Manager Technology/Lead Technician
Main purpose of job	To provide specialist technical and practical support working within the Food Technology department. To provide additional support where appropriate across the Faculty.
Key responsibilities:	
<ul style="list-style-type: none">● Prepare equipment across Food Technology rooms ready for practical lessons● Safe storage of completed practical work including wrapping and labelling● Organising the washing and drying of laundry after each practical lesson● Checking equipment after practical lessons to ensure it is clean, not damaged and stored correctly● Management of fridges and freezers, including cleaning, temperature control, stock rotation, and discarding items beyond the use by date in accordance to manufactures instructions● Supporting staff with the care and cleaning of the stockrooms and food technology rooms including ovens● Ensuring that stockrooms are kept clean, tidy and well organised● Monitoring of perishable and ambient stock● Purchasing food ingredients and weighing of ingredients before practical lessons● To set up practical demonstrations and issue equipment and materials as necessary● Supporting teaching staff in practical lessons, providing technical support to pupils to achieve a positive outcome● The requisition of stock and organisation of appropriate stock control systems● Preparation, photocopying and laminating of resource and display materials● Replenish all stationery and equipment resources within the food technology rooms● Preparation of display boards using ICT● Organisation of equipment and classroom safety checks● To organise safety checks on large equipment by outside contractors● To carry out annual stock take and reorder as required● The acceptance of deliveries of goods and materials● Provision of safety advice to department including maintenance and update of hazard information● To undertake any reasonable duty as requested by Curriculum Manager or the Headteacher	

Organising and Managing Practical Resources:

- Coordinate the use of resources in the facility
- Ensure that appropriate stock levels are maintained and stock checks are carried out
- Order and prepare ingredients for practical lessons

Development:

- Contribute to the design and development of practical activities
- Trial practical activities with feedback to department
- Involvement in discussing the practical requirements of the curriculum as required

Additional Duties:

- Open up rooms, check heat, light and power provision
- Check first aid equipment and replenish when necessary

Health and Safety:

- To use protective clothing or equipment as may be provided
- To report promptly all sickness, accidents, unsafe conditions or practices and dangerous occurrences using appropriate reporting

All employees have the responsibility to:

- Ensure any documentation produced is to a high standard and is in line with the brand style
- Be aware and comply with all policies and procedures relating to safeguarding, child protection, health, safety and security, confidentiality and data protection, reporting all concerns to the appropriate person
- Participate in training and other learning activities as required
- Participate in the school/academy Performance Management process
- Provide appropriate guidance and supervision and assist in the training and development of staff as appropriate
- To promote the area of responsibility within the school/academy and beyond
- To represent the school/academy at events as appropriate
- To support and promote the school/academy ethos
- To undertake any other duties and responsibilities as required that are covered by the general scope of the post
- To undertake any other reasonable duties at the request of the Chief Executive Officer and Headteacher

All post holders must comply with The Dean Trust professional standards for leaders and managers. The job description will be reviewed as necessary as part of the Performance Management process and is subject to modification and amendment at any time after consultation with the post-holder



Person Specification

Qualifications and training	Essential <ul style="list-style-type: none">• Educated to at least GCSE level Desirable <ul style="list-style-type: none">• Technical qualifications appropriate to the role• Awareness of COSHH regulations
Experience	Essential <ul style="list-style-type: none">• Previous experience in a similar role or of working with machinery• ICT literate Desirable <ul style="list-style-type: none">• Knowledge of the particular issues relating to a school environment
Knowledge	Essential <ul style="list-style-type: none">• Ability to organise and prioritise a demanding workload• An enthusiastic and positive attitude• Ability to use own initiative in undertaking a task• Flexible approach to working arrangements
Skills and abilities	Essential <ul style="list-style-type: none">• Proven communication skills, both verbal and written• Ability and willingness to work in a team• Ability to work with and motivate children