Telephone: 01538 370930
Email: wwc.office@ttlt.org.uk
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WESTWOOD COLLEGE

Leek High School
INSPIRE BELIEVE ACHIEVE

Telephone: 01538 225050
Email: LHS.office@ttlt.org.uk
Website: lhs.ttlt.org.uk

Autumn 2026

Dear Applicant,

An exciting opportunity has arisen at Leek High School, and we are seeking to appoint a practical, organised and proactive individual to join our team for the following position:

General School Technician

Grade 2, SCP 4

20 hours per week

Full-time equivalent salary: £26,016 | Actual salary: £12,211.78 per annum

Term time plus 6 INSET days

This is an excellent opportunity to become part of a friendly, supportive and dedicated staff team, providing valuable technical and practical support across a range of curriculum areas. You will play an important role in ensuring learning environments are well prepared, resources are maintained, and staff and students have access to the equipment and materials they need.

The role will be mainly based at Leek High School, primarily supporting Science and Design and Technology, while providing flexible support across other curriculum areas and assisting with general school duties as required.

About the Role

Working under the direction of senior staff and in collaboration with teaching colleagues, you will provide technical and practical support to help lessons run smoothly and ensure resources are available when needed.
Key responsibilities include:

- Preparing, organising and replenishing equipment, materials and resources for lessons.
- Assisting teaching staff with practical classroom requirements and curriculum activities.
- Maintaining stock levels and accurate records of equipment, breakages and supplies.
- Ordering, receiving and checking deliveries of resources and equipment.
- Supporting the maintenance, servicing and safe storage of specialist equipment.
- Helping to keep preparation areas, workshops, stores and specialist classrooms clean, organised and ready for use.
- Supporting departments in maintaining appropriate health and safety standards and following safe working procedures.
- Operating audio-visual and other technical equipment as required.

- Providing flexible support across curriculum areas and undertaking general school support duties appropriate to the role.

The post is for 20 hours per week, term time plus 6 INSET days. The preferred working pattern is four hours per day, Monday to Friday; however, alternative working arrangements may be considered for the right candidate.

What We Are Looking For

We are seeking an individual who:

- Has experience in a practical, technical, maintenance or related environment.
- Possesses good literacy and numeracy skills.
- Takes a practical and organised approach to problem-solving.
- Is confident using a range of equipment, tools and technology safely.
- Can prioritise their workload effectively and work independently when required.
- Demonstrates strong communication and teamwork skills.
- Has good attention to detail and a methodical approach to work.
- Builds positive and professional working relationships with staff and students.
- Is adaptable, reliable and committed to delivering high-quality support.
- Understands the importance of health and safety in a practical learning environment.
- Shares our commitment to safeguarding and promoting the welfare of children and young people.

About Leek High School and The Talentum Learning Trust

Leek High School is an inclusive secondary school serving the Staffordshire Moorlands. We are committed to providing an ambitious and supportive learning environment where students are encouraged to achieve their full potential and develop into confident, responsible young people.
The school's core values of Inspire, Believe and Achieve underpin our commitment to a broad and balanced curriculum, strong pastoral support and positive relationships. We value the individual strengths and needs of every student, helping them to flourish both academically and personally.

As part of **The Talentum Learning Trust**, we benefit from collaboration across our family of schools, creating opportunities for professional development, shared expertise and continuous improvement. Our Trust mission of **"Excellence for All"** drives high aspirations for students and staff alike.

What We Offer

- A welcoming, supportive and inclusive working environment.
- Access to high-quality continuing professional development (CPD) and training opportunities.
- Membership of the Local Government Pension Scheme.
- Opportunities to collaborate with colleagues across the Trust.
- Free on-site parking.
- Access to staff wellbeing initiatives and facilities.
- The opportunity to make a meaningful contribution to the education and development of young people.

WESTWOOD COLLEGE 1921 2021
OVER 100 YEARS OF RESPECT RESILIENCE AMBITION PRIDE

The Talentum Learning Trust Ltd is a charitable company limited by guarantee, registered in England and Wales. Company number: 9999238
Registered office address: The Talentum Learning Trust, Westwood College, Westwood Park, Leek, Staffordshire, ST13 8NP

How to Apply

For further information and an application form, please visit the Trust website or contact our recruitment team at recruitment@ttlt.org.uk.

Closing date: Monday 7th December 2026 at noon
Interview date: Week commencing 7th December, date and time to be confirmed.

Safeguarding Statement
The Talentum Learning Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.
We adopt a robust and rigorous safer recruitment process to deter and identify unsuitable applicants. All appointments are subject to thorough pre-employment checks, including satisfactory references, identity verification, qualification checks and an Enhanced Disclosure and Barring Service (DBS) check.
This post is exempt from the Rehabilitation of Offenders Act 1974 (as amended). Applicants will be required to disclose relevant criminal history in accordance with the applicable legal requirements and statutory guidance.
In accordance with Keeping Children Safe in Education, an online search will be carried out on shortlisted candidates as part of our due diligence process.
The Talentum Learning Trust is an equal opportunities employer and welcomes applications from all suitably qualified candidates.

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