

Person Specification

The successful applicant will be able to demonstrate the following minimum requirements in their career to date through A – Application; B – Tests, Exercises; C – Interview; D– References.

Category	Essential	Desirable
Qualifications	<ul style="list-style-type: none"> Educated to at least level 3 (A Level or equivalent standard), or, relevant experience in the sector concerned in a similar role GCSE grades A-C in English and Mathematics (A) 	<ul style="list-style-type: none"> Education at higher level, level 4 or above
Experience	<ul style="list-style-type: none"> Knowledge of Microsoft Office Suite (A, B, C, D) Experience in engineering/technology workshops and/or laboratories (A, C, D) Successful experience of team working (A) Effective experience of prioritising work effectively and flexibly in a busy environment (C) Ability to identify and solve faults and problems (C) 	<ul style="list-style-type: none"> Technical experience (C, D) Experience of organising supplies/resources for activities (A,C)
Knowledge and Understanding	<ul style="list-style-type: none"> Understanding of ordering and inventory (C) A thorough knowledge of ICT (Information Communications Technology) as relevant to the requirements of this post (B) An understanding of, and demonstrable commitment to, Safeguarding Children and Young People (C) Technical Knowledge related to the curriculum area being supported (A, C) 	<ul style="list-style-type: none"> Knowledge of the national curriculum at Key Stage 4 & 5
Other skills and abilities	<ul style="list-style-type: none"> Excellent technical skills (B, C) Able to work with high accuracy and attention to detail (D, C) High standard of interpersonal skills and emotional intelligence. (C, D) Excellent written and oral communication skills (B, C, D) Excellent at working in teams (D) Excellent organisational skills, ability to manage time and prioritise well, meet deadlines and work under pressure (A, B, C, D) Strong team working skills and the ability to work effectively with people at all levels (B,D) 	

