

## JOB DESCRIPTION

POST TITLE	:	Technician – Painting and Decorating
SCALE	:	Support Scale
SALARY	:	Up to £22,476
RESPONSIBLE TO	:	Head of Construction and Engineering
CLOSING DATE	:	5.00pm, Wednesday 25 September 2024
INTERVIEW DATE	:	Thursday 3 October 2024

### **Main Purpose of the Post**

To provide technical curriculum support to the Construction Division, Wet Trades section and to participate in core team activities as and when required.

### **Responsibilities**

- 1 To provide specific direct support for teaching staff engaged on workshop, classroom and off-site activities.
- 2 To organise materials and equipment required by Lecturers for such activities.
- 3 To participate in core team activities.
- 4 To follow safe working practices and procedures personally (such as wearing of safety equipment where necessary).
- 5 To support the development of teaching aids for use in the workshop and classroom.
- 6 To order materials and equipment, maintain stock and undertake periodic checks.
- 7 Excellent knowledge of all aspects of the decorating sector.
- 8 To assure full compliance within the areas of defined responsibility and more broadly across the College with key policies notably Single Equality and Health and Safety.
- 9 Assure full compliance within the areas of defined responsibility and more broadly across the College with key policies notably equal opportunities and Health and Safety.
- 10 To carry out such other duties as the Principal may reasonably require.



## **HOURS:**

37 hours per week. A flexible approach to the working hours is required, in line with the needs of the College. Core hours are as follows:

Monday – Thursday 8:40am – 5:00pm  
Friday 8:40am – 4:35 pm  
(One hour lunch break each day)

## PERSON SPECIFICATION

**POST:** Technician – Painting and Decorating

**DIVISION:** Construction and Engineering

<b>QUALIFICATIONS</b>	<b>Essential/ Desirable</b>	<b>To be identified by:</b>
1 A good general education	E	Application form
2 Possess or be working towards a recognised Qualification in Painting and Decorating	E	Application form
<b><u>KNOWLEDGE/SKILLS</u></b>		
1 Ability to work on own initiative and as part of a team	E	Application form/Interview
2 Excellent written and oral communication skills	E	Application form/Interview
3 Excellent IT skills	E	Application form/Interview
4 Ability to maintain a safe working environment	E	Application form/Interview
5 Ability to support the work of students and staff	E	Application form/Interview
6 Awareness of Safeguarding Legislation	D	Application form/Interview
<b><u>EXPERIENCE</u></b>		
1 Experience of working within Education and with young people	E	Application form/Interview
2 Maintenance of construction equipment and hand tools and an ability to identify components relevant to the trade area	E	Application form/Interview
3 Manual handling experience	D	Application form/interview
<b><u>PERSONAL</u></b>		
1 Commitment to the delivery of excellent support to our students	E	Interview
2 Excellent communication skills	E	Application form/ Interview

3	Good teamworking skills and commitment to teamworking	E	Application form/Interview
4	A commitment to ongoing professional development	E	Application form/Interview
5	Enthusiasm for the role of further education in building and changing lives	E	Application form/Interview

**STANDARD COLLEGE REQUIREMENTS**

1	Commitment to College’s Single Equality and Health & Safety Policies	E	Interview
2	The College is committed to safeguarding and expects all staff to share that commitment	E	Application form/ Interview/DBS/ References
3	Regular and Reliable Service (the College does not wish to appoint individuals with a high sickness record where there is no underlying medical reason)*	E	References/ Occupational Health Assessment

*\*Note this does not affect any individual’s rights under the Equality Act. The College wishes to promote the recruitment of disabled staff and would endeavour to make reasonable adjustments where practical. Disabled applicants who meet the essential criteria will be guaranteed an interview.*