

SUPPORTING FUTURES

TECHNICIAN – CONSTRUCTION WORKSHOP

JOB PURPOSE

To support with the preparation of the workshop area, materials and equipment to be used in the practical activities.

To provide technical and mentoring support to learners in the department.

KEY ACCOUNTABILITIES

- To work with all staff and students in the Construction area supporting activities 1:1 and in groups, as directed by the Subject Area Manager
- To maintain the workshop environment to support learners to receive good practical experience
- Ensure maintenance of equipment is carried out and recorded, so that all equipment is safe for use.
- To complete weekly checks on power tools being used in the workshop environment
- Ensure all aspects of the Construction workshop conform to Health and Safety requirements and that any incidents/risks are brought to the attention of the Subject Area Manager immediately
- Set up and manage systems for equipment use, stock control and ordering
- Working with Lecturers/Trainers/Assessors to develop codes of practice for work within the Teaching/Training environment
- Carry out risk assessment in the construction building
- Support in dismantling the work prepared by students to maintain operational status of the workshops
- Assist in the promotion of the College and its activities to students, local schools and potential customers

RESPONSIBLE TO

Subject Area Manager, Construction

NOTE

This Job Description is current as at May 2022. In consultation with the postholder, it is liable to variation by the College to reflect actual, contemplated or proposed changes in or to the job.

GENERAL (All Staff)

1. Implement the College's current Quality Assurance systems
2. Participate in staff training, development and appraisal systems to enhance personal performance and organisation effectiveness
3. Adherence to College Policy on Safeguarding, Equality and Health and Safety
4. The College is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.
5. Team participation: all members of teams are required to contribute to ensure team responsibilities are discharged as effectively as possible
6. Work flexibly to meet the needs of the customers.
7. Any other duties appropriate to nature and grade of post

TERMS & CONDITIONS

Salary: £19009

Hours: 37 per week, 52 weeks

Holidays: 25 days, rising to 30 days after completion of 5 years' service

Person Specification – Construction Workshop Technician		
NOTE TO APPLICANTS – please ensure you note in your online application form how you meet the criteria below. This is used for shortlisting purposes.	Essential (E) Desirable (D)	Application (A) Certificates (C) Interview (I) Task (T) References (R)
Qualifications and Training		
Level 2 qualification in Construction	E	A
Educated to GCSE grade A* - C / 9 - 4 or equivalent in English or working at this level to be assessed at interview / selection	E	A
Educated to GCSE grade A* - C / 9 - 4 or equivalent in Maths or working at this level to be assessed at interview / selection	E	A
Safeguarding and Prevent training (or to be completed within one month of appointment)	E	A, I
First Aid qualification (or willingness to achieve one within 6 months)	E	A, I
Relevant Experience		
Wide range of experience gained within the Construction industry	E	A, I A, I
Experience of working within a training or Further Education environment	D	
Skills / Expertise		
Specialist vocational skills in construction industry	E	A, I
Excellent communication skills both verbal and written	E	A, I
The ability to form and maintain appropriate relationships and personal boundaries with all students	E	I, R
Additional Factors Relevant to the Post		
Must display a friendly, professional approach	E	I
Works effectively as a member of a team	E	I
Must be polite and display tact and diplomacy in dealing with all levels of staff and students	E	I
Ability to work in a busy environment	E	I
Have a flexible approach to working practices	E	I
A commitment to the principles of Equality, Diversity & Inclusion	E	I
As the College is a multi-campus site, flexibility and willingness to work across all sites is required	E	I