

CINO111369 – Hairdressing Technician	
Hours:	22 hours per week, 38 weeks per year
Salary:	£17,566- £19,032 Pro-rata
Actual Salary:	£8,454 – £9,160 Per annum
Duration:	Permanent
Location:	Colchester

Are you ready for your next career move in a dynamic and rewarding environment?

Colchester Institute’s mission is to deliver first-class education, professional development and technical skills training to develop careers and strengthen the local economy.

CI Salons at Colchester Institute offer fantastic Hairdressing and Beauty Therapy services. All services are carried out by students under the full guidance and supervision of experienced lecturers.

We are currently recruiting for a Hairdressing Technician to support our curriculum delivery based at Colchester, although also willing to support at Braintree campus.

This role is to ensure that salons are maintained in a safe operational state and all class related resources are prepared in a timely manner with appropriate stock levels controlled. This role will involve providing assistance to teaching staff, students and strict adherence to Health & Safety at Work Regulations.

You will hold a minimum level 2 or equivalent qualification in Hairdressing and practical industrial experience within a Hair salon and have excellent communication skills.

If successful, you will be welcomed to the College with a full induction programme to support you in your new role. The College is also committed to staff development and offers an excellent staff benefits package.

Closing date:	22nd September 2021
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To apply please complete our online application form.

All jobs at Colchester Institute require a Disclosure & Barring Service (DBS) check.

Please contact Human Resources on jobline@colchester.ac.uk or call 01206 712333 if you have any queries or would like further information.

Additional Information

Colchester Institute is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

We strive to be an Equal Opportunities employer. All applicants who are offered employment will be subject to a Criminal Records check from the Disclosure and Barring Service. Please visit our website www.colchester.ac.uk to obtain further details about the College.

Colchester Institute Job Description

Job Title:	Hairdressing Technician
Regulated Activity:	Yes
Responsible To:	Technician Supervisor – Hospitality and Salon Studies
Line Management of other staff:	No
Location:	Colchester
Salary:	Range S11 - 14

Purpose Statement:

To ensure that salons are maintained in a safe operational state, that all 'class' related resources are prepared in a timely manner and appropriate stock levels controlled.

Main Duties & Responsibilities:

1	Ensure all equipment is kept in an operational and safe state with relevant records maintained, to complete PA Testing training and compete PA testing on electrical equipment.
2	Adherence to Health & Safety at Work Regulations.
3	The promotion & development of safe working practices.
4	To undertake any training that is deemed necessary for the post.
5	Assist and support teaching staff & students with curriculum delivery.
6	All resources needed by teaching staff & students are prepared in a timely, effective & efficient manner.
7	To support students in small groups in salon and reception environment.
8	Order, monitor and control stock effectively and efficiently following CI regulations.
9	Adhere to and promote the College's Safeguarding, Equality & Diversity, College Values and Health and Safety policies and practices.
10	To undertake any other associated duties determined by the college.

This job description is current as the date shown. It may be amended in any way following consultation with the post holder to take account of changes or anticipated changes in the organisation or management of Colchester Institute.

Colchester Institute Person Specification

Position: Hairdressing Technician

	Essential	Desirable	How is this assessed?
Qualifications			
Minimum of Level 2 qualification in English and Mathematics GCSE 4+ or C and above / CSE Level 1 / O-Level C or above / Level 2 Adult Numeracy or Literacy or equivalent	✓		A
Level 2 in Hairdressing	✓		A
Assessors award		✓	A
Level 2 in Beauty Therapy		✓	A
Level 3 in Hairdressing		✓	A
Experience			
Significant recent practical industrial experience within a Hair Salon	✓		A
Knowledge of ordering and stock control	✓		A / I
Awareness of Health and Safety at work and related curriculum issues	✓		I
Experience of working in an educational Environment	✓		A
Knowledge and Skills			
Ability to establish good working relations with staff at all levels	✓		I
Excellent interpersonal, oral and written communication skills	✓		I
Excellent IT Skills	✓		I
Excellent administration and organisational Skills	✓		I
Committed to safeguarding the welfare of children and vulnerable adults, creating a safe learning environment and an understanding of the safeguarding practices	✓		I

Personal Attributes			
Willingness to work evenings	✓		I
Willingness to travel to the Colchester Institute's other sites as and when required	✓		I
A strong commitment to equality and diversity	✓		I
Enjoys working collaboratively and seeking collaborative opportunities	✓		I
Ability to work flexibly to meet changing needs and work demands	✓		I
Continuously improving and commitment to own personal and professional development	✓		I

KEY:

A	Application
I	Interview
P	Presentation/Micro-teach
T	Test