

Person Specification – DT & Art Technician

Criteria	Essential	Desirable
Effective time management and organisational skills.	✓	
Ability to prioritise and manage a varied workload, working independently and using initiative.	✓	
Ability to work effectively as part of a team and build positive relationships with staff and students.	✓	
Excellent communication and interpersonal skills, with the ability to work with people at all levels.	✓	
Honest, reliable and trustworthy with a professional approach to work.	✓	
Positive, enthusiastic, approachable and flexible attitude.	✓	
Commitment to safeguarding and promoting the welfare of children and young people.	✓	
Commitment to equality, diversity and inclusion.	✓	
Ability to maintain confidentiality and handle sensitive information appropriately.	✓	
Good IT skills, including Microsoft Office applications and department-related software.	✓	
Willingness to learn new skills and undertake relevant professional development.	✓	
Knowledge and experience of using hand tools, machinery and workshop equipment safely.	✓	
Understanding of health and safety legislation and safe working practices within practical learning environments.	✓	
Understanding of COSHH regulations and the safe storage, handling and disposal of hazardous substances.	✓	
Ability to maintain accurate records, inventories, health and safety documentation and asset registers.	✓	
Experience of stock control, procurement and resource management.	✓	
Ability to support practical lessons whilst maintaining high standards of safety and behaviour.	✓	
Ability to undertake manual handling duties and move equipment, materials and displays safely.	✓	
Ability to remain calm under pressure and meet deadlines.	✓	
Problem-solving skills and a practical, solution-focused approach.	✓	
Experience of working in a secondary school, college or educational environment.		✓
Qualification or accredited training in machine tool use and workshop safety.		✓
Knowledge of CLEAPSS guidance and associated regulations.		✓
Experience supporting Design & Technology practical lessons.		✓
Experience supporting Art lessons, including ceramics, printmaking, textiles, photography or mixed media.		✓
Experience preparing and installing displays, exhibitions and presentations of student work.		✓
Knowledge of GCSE and A Level coursework and examination requirements in Design & Technology and/or Art.		✓
Experience of training staff or students in the safe use of equipment and machinery.		✓
First Aid qualification.		✓