



Urmston Grammar Job Description

Post: Food Technology Technician

Reporting to: Head of Food& Nutrition

Responsible for: enabling the smooth running of Food & Nutrition classes by providing day to day practical support to both teachers and students in order that the curriculum can be delivered efficiently and effectively to students. The work will be varied and require a degree of multi-tasking and the ability to prioritise.

Actual working patterns to be reviewed annually for the start of each academic year (September).

KEY TASKS:

- Provide full technical support to teaching staff and students, particularly in the preparation and cleaning/clearing of lesson materials/equipment.
- Carry out shopping, stock taking of ingredients and equipment.
- To buy, weigh and organise ingredients for several practical lessons where ingredients are provided by the school.
- To buy Pupil Premium ingredients for the required students.
- Maintain a safe, clean and hygienic working environment at all times, ensuring that fridges, cookers and other large items of equipment are regularly cleaned.
- Ensure the daily, weekly and monthly cleaning schedules are adhered to.
- Daily maintenance of food preparation equipment and work areas.
- Daily set up of both rooms and daily clean down of room after practical activities.
- Supporting pupils with setting up for practicals during their lunch/break time.
- Supporting pupils collecting food at the end of the school day.
- To assist with food photography during practical tasks.
- To be responsible for the organisation and maintenance of equipment in the department.
- To carry out other relevant duties as may be required.
- Occasional administrative tasks to assist the Food curriculum.

Person specification

Essential	Desirable
Effective time management and organisational skills.	Experience and knowledge of working in a food environment.
Able to work as part of a team.	Experience of working with 11-18 year old pupils.
Able to organise own workload in the context of varied tasks.	A current Food Safety qualification.



Science

LANGUAGE COLLEGES

ACADEMIES

Good communication skills with people at all levels.	
Enthusiastic, approachable and flexible. Honest and reliable.	
Drivers Licence	