



Stowe Valley
MULTI ACADEMY TRUST

JOB DESCRIPTION

FOOD TECHNICIAN	
Scale	D – Points 3 to 4
Hours	Term time only 20 hours per week to be agreed.
Section	Support Staff
Responsible to	Lead Teacher of Technology
Responsible for	This position has no responsibility for line management

Job Purpose	To support the school by providing a technician support service in food lessons, meeting Health & Safety standards and the requirements of classes involved.
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Duties & Responsibilities	The current main areas of responsibility are as follows but all staff within school are expected to show flexibility in the reviewing of responsibilities to meet the school's needs, which may change from time to time.
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- Prepare materials/resources for lessons, activities, demonstration and exams as instructed
- Provide clerical support and maintain the necessary records e.g. risk assessments, purchase orders and stock inventories
- Assist teaching staff with practical lessons and ensure safe practices are observed at all times
- Be knowledgeable and keep up to date with current Health & Safety regulations relevant to the area of working
- Maintain the general care of Food classrooms ensuring they are hygienically clean and equipment is cleaned (including laundry) maintained regularly and in full working order, reporting any concerns asap to the relevant person
- Assist with monitoring stock levels and organisation of the departmental budget
- Maintain and provide for safe storage of stock both materials and equipment.
- Participate, if required, in the school's interoperability program
- Participate in the school's performance management process
- Perform duties including First Aid and undertake training as required
- Perform any other reasonable tasks within the range of the salary grade

Stowe Valley MAT is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. This post is subject to an Enhanced DBS Disclosure.

COMMITTED TO EQUAL OPPORTUNITIES