



PERSON SPECIFICATION – Design and Technology Technician

General heading	Detail	Examples
Qualifications & Experience	Specific qualifications & experience	Successful experience working in specialist technical area, possibly in a school environment NVQ Level 3/4 or equivalent qualification Completion of DCSF induction programme or Data trained
	Knowledge of relevant policies and procedures	Certificate in First Aid Knowledge of First aid specific to specialist area. Good knowledge of school policies and procedures
	Literacy	Ability to read and write complex and technical reports
	Numeracy	Good numeracy skills
	Technology	Excellent knowledge of equipment and ICT packages e.g 2D Techsoft to support learning in specialist area
Communication	Written	Ability to write detailed reports, letters etc
	Verbal	Ability to use clear language to communicate complex information unambiguously
	Languages	Knowledge of technical terminology
	Negotiating	Ability to negotiate effectively with adults and children to achieve best outcomes
Working with children	Behaviour Management	Ability to demonstrate effective implementation of the school's behaviour management policy Ability to take responsibility for a whole class keeping pupils on tasks
	SEN	Detailed understanding and awareness to support the differences in children and adults in relation to the role
	Curriculum	Detailed understanding of the school curriculum in support of the role and advise and support others relevant to specific area
	Health & Well being	Understand and support the importance of physical and emotional wellbeing
Working with others	Working with partners	Ability to make a proactive contribution to the work of the team supporting children Ability to liaise with suppliers and other agencies

	Relationships	Ability to establish rapport and respectful and trusting relationships with children and adults
	Team work	Ability to make an distinctive contribution to the work of the work a team
	Information	Ability to provide timely and accurate information
Responsibilities	Organisational skills	Excellent organisational skills Ability to remain calm under pressure
	Line Management	Ability to manage and support the work of others
	Time Management	Ability to plan and manage own time effectively
	Creativity	Demonstrate a highly creative approach to supporting children and staff and an ability to resolve complex problems independently
General	Equalities	Awareness of and promotion of equality
	Health & Safety	Excellent understanding of Health & Safety legislation and procedures relating to specialist area Ability to advice others
	Child Protection	Understand and support child protection procedures
	Confidentiality/Data Protection	Understand procedures and legislation relating to confidentiality
	CPD	Demonstrate a clear commitment to develop and learn in the role Ability to effectively evaluate own performance