

<b>Post:</b>	Design & Technology (3D Design) Technician
<b>Department:</b>	Art & Design
<b>Responsible to:</b>	Head of Department
<b>Hours</b>	Term time
<b>Working closely with</b>	All student & staff

**E = Essential**

**D = Desirable**

Please ensure that in your application you clearly show how you meet **each item** on the Person Specification. In a situation where the College receives a high volume of applications, the **desirable criteria may be used for short-listing purposes**

	<b>E</b>	<b>D</b>	Method of Assessment
<b>Knowledge &amp; Skills</b>			
1. Able to work on own initiative and part of a team	✓		Application Form Interview
2. Able to prioritise workload, work under pressure and meet tight deadlines	✓		
3. Have a high standard of accuracy	✓		
4. Effective written and spoken communication skills	✓		
5. Awareness of child protection and safeguarding issues	✓		
<b>Qualifications and Experience</b>			
1. Academic degree(s) or other professional qualification(s)/ time served relevant to 3D Design and working with wood, metals, plastics and Workshop Machinery. E.g. Joiner, Engineering background	✓		Application Form
2. Experience of working with children or young people in an educational setting		✓	Application Form
3. Ability to word process and experience of using Microsoft Office Software	✓		Letter Application Form
4. Experience of using Adobe Photoshop, Illustrator and 2D Design Software		✓	Application Form Portfolio
5. Knowledge of 3D Design and competent in maintaining and working with workshop machines and wood, metals and plastics.	✓		Application Form Portfolio of work
6. Knowledge of working with ceramics, resin and concrete materials and processes.		✓	Application Form Portfolio of work
7. Knowledge of Health and Safety checks on all equipment and machinery and the safe disposal of waste material relevant to Resistant Materials. Being DATA trained on workshop processes and machines an advantage.		✓	Application Form Interview
<b>Personal Qualities, Skills and Characteristics</b>			
1. Ability to build on current good practice whilst moving the college forward	✓		Interview
2. Inspire, challenge, motivate and empower others	✓		Application Form
3. Ability to build and maintain positive relationships through effective interpersonal skills with staff and students	✓		Application Form Interview
4. High professional standards in all areas	✓		Application Form Interview
5. Commitment to inclusive Catholic education following	✓		Application Form

## Person Specification

the college ethos			Interview
6. Willingness to learn new skills	✓		Application Form Interview
7. Flexible in approach to work. Versatility in responding to changes to ensure an effective service, operating timetable and duty rotas.	✓		Application Form Interview