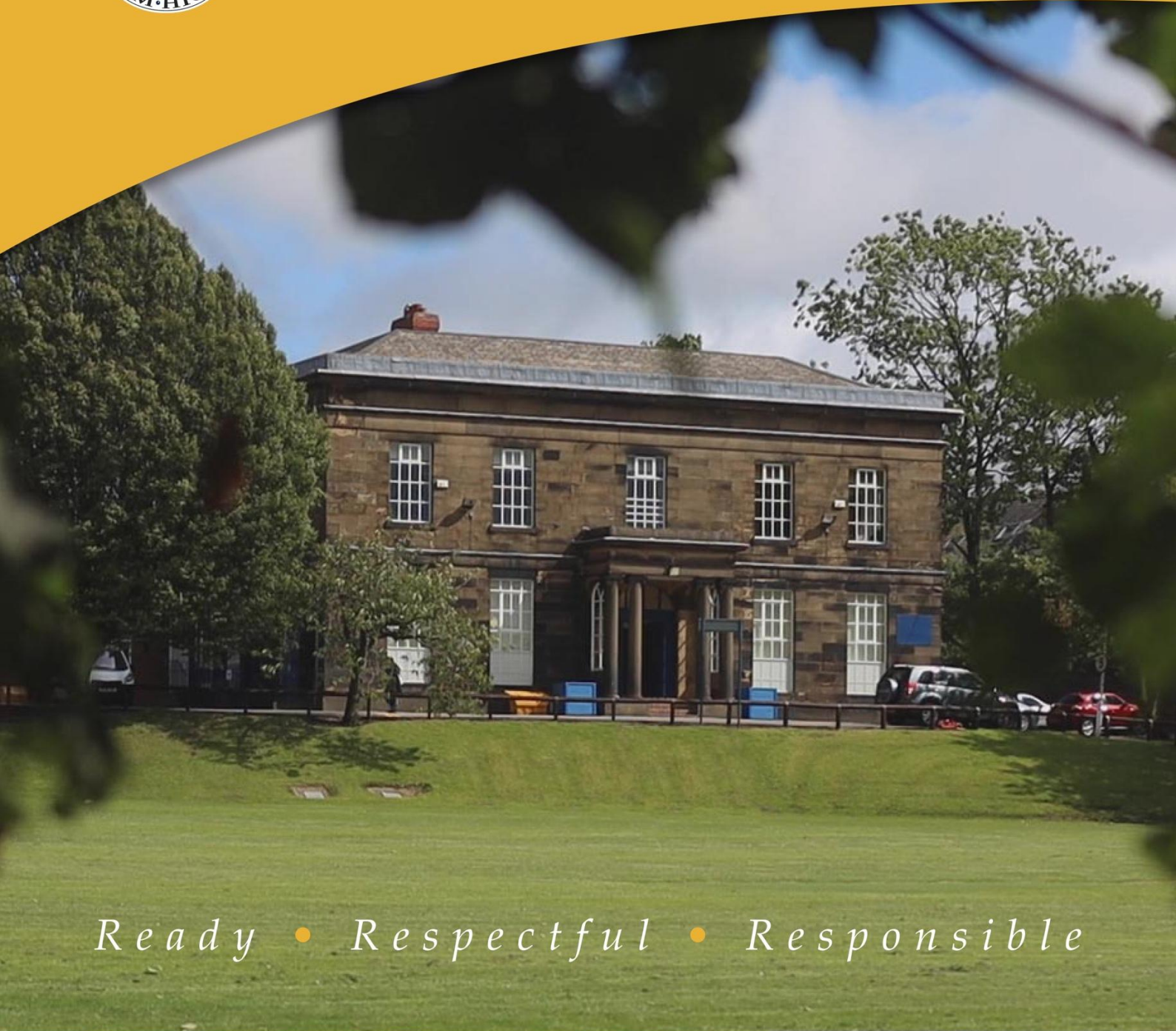




West Hill School

Aiming High Since 1927



Ready • Respectful • Responsible





Technology Technician

For September 2026

SCP Grade C: POINT 5- 6 Full Time equivalent Part Time for 36 hours per week £25,583 - £25,989

Actual Hours: 30.00 Hrs Per Week, Term Time Only:

Actual Annual Salary - £18227 - £18405

We are seeking to recruit an organised, reliable and knowledgeable member to our team, in the role of a Technology Technician.

This role would place you centrally within the Tech Departments which include Art, D&T and Food Science, working alongside a team of teachers and support staff. Our department is impeccably organised and well-kept so the successful candidate will be well supported in establishing their own organisational routines whilst also inheriting a good system within the team and the existing technology technician.

Our boys are incredibly warm, have excellent manners and are true representatives of our 3Rs of respect, responsibility and readiness to learn. This is an exciting opportunity to make a real difference in creating opportunities for students to engage in Technology whilst also working in collaboration with our team to further develop our curriculum and opportunities. Within this role there will be opportunity to work in the wider school within working parties, CPD groups or workload and wellbeing committees if the candidate expressed an interest to.

If you think you have the experience and skills we are looking for, we would like to hear from you. To find out more about us please visit the school website www.westhillschool.co.uk.

Applications should be emailed in to recruitment@westhillschool.co.uk. Please ensure that applications are clearly marked for the post you are applying for.

The school 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 check.

Shortlisted candidates may be subject to online searches as part of pre recruitment checks.

Closing Date for applications: Friday 5th June 2026 at 5pm

Interviews to be held Week Commencing 15th June 2026



A message from the Headteacher

Firstly, thank you for your expression of interest in our school. I hope, like my first visit to the school, you are struck by its heritage, its calm and warm welcome and the sense that our students live our values of Respect, Responsibility and Readiness. As the Headteacher from September 2023, I am impressed with the welcome that the staff, students and community have afforded me, one we hope you get to experience too.

As a school, we serve the needs of our local community and wish to remain integral in supporting the future planning of Stalybridge. We have a beautiful school site and our grounds could be mistaken for a grammar school, but as a Single Academy Trust we serve the needs of our students from Ashton, Dukinfield, Mossley and Stalybridge alongside smaller schools within the Peak District. We have maintained our strong connection with our past and the heritage of our site, alongside our looking and growing to the future. We are a homely community with many staff investing their lengthy teaching careers with us due to the respectful climate we maintain, alongside many staff living locally, invested in making our community the best it can be. We believe it is our duty to ensure teachers can teach in a calm and purposeful learning environment and our behaviour, and the student responsibility over their behaviour, is a strength. Not only this, but we heavily value our student leadership opportunities to bring learning to life. We believe in developing the character and resilience of our learners and remain passionate about our curriculum offer inside and outside the classroom.

Why West Hill? As a school community the needs of our students and bettering their life opportunities remain at the heart of what we do. We value our staff voice and staff opportunities to learn and grow in the same way we want to nurture our students. We trust our staff to 'do what makes sense' and our staff rise to this trust and respect. Our site has easy commutable links to the Peak District but also to other districts in Greater Manchester and the city centre itself (accessible via train or tram in around 20 minutes). We are a community of staff that enjoy working together and welcome new members to our team and social events. We value an opportunity-based curriculum and wish to work to better our community and show our boys how they can too. We have supportive parents who send their boys here due to our strong reputation of excellence. As an 11-16 school with 170 students per year group, we are an ideal size to really get to know our boys and help them on their journey through school. Our passionate pastoral and teaching teams do this incredibly well and that is why we are consistently over-subscribed and forecast the same in September with around 400 first choice applications for 170 spaces per year.

Even if you have not worked in a single-sex school before, come and see us, walk our building and get a sense for the greatness that exists here. This is a special place, and I am incredibly proud to lead us forward in our next ventures together as a school and local community, I hope you join us in this.

Claire Cronin
Headteacher





Our vision

At West Hill, we have an uncompromised, aspirational vision that:

Everybody will experience a rich curriculum that expands beyond the classroom, empowering them to feel successful and make ambitious future choices.

Every lesson enables individual success through quality adaptive teaching and shared expectations.

Everybody matters and has a right to be safe, valued and treated with kindness.

Everybody will be supported to develop a healthy understanding of themselves and respect for others.

Everybody will be ready and take responsibility for their own learning, choosing thoughtful behaviours that show empathy for others.

Everybody in our West Hill family will collaborate and support each other to realise their aspirations and celebrate success.



Job Description

Technology Technician

Art , Design and Technology and Food Science

| | |
|-------------------------|--|
| Purpose: | To work within the Technology Department to support the smooth running of lessons by preparing materials, maintaining equipment and ensuring a safe working environment. Responsibilities include setting up tools and machinery for practical tasks, assisting teachers during lessons and supporting pupils with technical guidance. |
| Responsible to: | Heads of Technology (Art, D&T, Food Science) |
| Responsible for: | The Technology Technician manages stock levels, orders supplies, and ensures all resources are ready and compliant with health and safety regulations. |
| What do we need: | A proactive, organised approach and strong practical skills are vital to support creative, hands-on learning in a safe and inspiring environment. |

Technician – Main duties and Responsibilities

- Work effectively as part of the teaching support team and with teaching staff, contributing to the quality of teaching and learning. This includes attending various meetings where there are relevant items on the agenda.
- Maintain apparatus and equipment, and operate and maintain stock control of all goods, materials and store cupboard items.
- Keep accurate records as regards materials, tools and equipment and stock.
- Provide equipment and materials to support practical teaching and remove it safely afterwards making it ready for use next time it is required.
- Order stock and check the deliveries.



- Be familiar with a range of resources suitable for individual or small group needs.
- Work with and act upon guidance provided by members of the SEND team in relation to practical activities ensuring inclusion of all pupils within a lesson.
- Liaise with the teachers regarding progress made, problems arising, and any difficulties with accessing work and/or resources.
- Take appropriate action related to any problems or emergencies that occur during the lesson in accordance with the School's policies and procedures.
- Comply with all school policies.
- Assist pupils with practical activities / lessons.
- Support the member of staff in providing a safe learning environment.
- Deal with 1st aid incidents and record details ensuring pupils' welfare.
- Contribute to the extra-curricular programme e.g. by assisting on school outings and various activities.
- Contribute to the celebration of pupil achievement by creating displays and pupil work around the school environment.
- To ensure all Health and Safety documents are up to date and ready for annual audit inspections, be aware of H&S responsibilities and have complete oversight for the classroom, students and self
- In conjunction with the line manager, take responsibility for personal professional development, keeping up to date with research and developments related to school efficiency, which may lead to improvements in the day-to-day running of the school.

Safeguarding

- Be aware of and comply with policies and procedures relating to child protection, health, safety and security, confidentiality and data protection, reporting all concerns to an appropriate person.

Pupil wellbeing

- Provide support to promote positive attitudes to learning and behaviour, in order to maximise the achievement and wellbeing of pupils
- To maintain relevant safety systems to protect the health and safety of pupils working in the department.

School Ethos



- Play a full part in the life of the school community, supporting its distinctive ethos and encouraging staff and students to follow this example.
- Contribute to the wellbeing and safety of all staff and pupils.
- Model the high standards as determined by school protocols.
- Fulfil wider professional responsibilities.
- Be familiar with, and follow all, school policies.

General

- Participate fully in staff training and development opportunities including attendance at staff meetings and to work to continually improve own performance
- Participate in the appraisal cycle for all support staff
- Undertake any other additional duties commensurate with grade of post



Job Specification

| Post: Technology Technician | | | |
|---|------------------|------------------|----------------------------------|
| | Essential | Desirable | Method of Assessment |
| Qualifications | | | |
| Demonstrable levels of numeracy and literacy equivalent to GCSE (A*-C) or above in English and Maths. | ✓ | | Application form |
| GCSE (A*-C) or equivalent in Technology | ✓ | | |
| A-Level or equivalent in a Technology related qualification | | ✓ | |
| Educated to graduate level, or equivalent, or can demonstrate comparable knowledge and understanding of the relevant specialism gained through employment | | ✓ | |
| 1 st Aid qualified or willing to work towards | ✓ | | |
| Evidence of recent professional development | | ✓ | |
| Professional Experience | | | |
| Previous experience of providing technical and general support within an education setting | ✓ | | Application letter and interview |
| Experience of working with young people | ✓ | | |
| Specialist knowledge of Technology | ✓ | | |
| Key Skills, attributes and personal qualities | | | |
| The ability to handle equipment/food/materials confidently and appropriately in line with the duties of the post. | ✓ | | Application letter and interview |
| A good knowledge of health and safety | ✓ | | |
| Ability to work to deadlines and deliver an agreed scheme of work | ✓ | | |



| Post: Technology Technician | | | |
|---|---|--|------------|
| Good organisational and administrative skills | ✓ | | References |
| Competent use of ICT skills to support the organisation of the department and to maintain electronic information systems. Proficiency in working with standard office applications such as MS Word, Excel, Outlook. | ✓ | | |
| Good communication and presentation skills | ✓ | | |
| The ability to stay calm in challenging situation | ✓ | | |
| To be flexible to the needs of the school | ✓ | | |