



**The Trafalgar
School** AT DOWNTON

Job Description

CLASSROOM TECHNICIAN – FOOD

EDUCATION



Job Description

Main Purpose

The Food Technician will support the delivery of high-quality practical lessons by:

- Organising materials, equipment, and resources for food and nutrition classes
- Ensuring a safe, hygienic environment for students and staff across all key stages
- Supporting the Food Teacher in practical demonstrations and classroom activities
- Maintaining equipment and supplies in line with health and safety standards.

Key Duties and Responsibilities

Lesson Support & Preparation

- Prepare and organise ingredients, utensils, and teaching aids before lessons
- Set up demonstrations and assist during practical sessions
- Provide technical advice to students and support small groups as needed
- Tidy, clean, and reset the food room between and after lessons.

Safety & Compliance

- Carry out and maintain risk assessments for technician activities
- Ensure all work adheres to COSHH, CLEAPSS, Food Hygiene, and Health & Safety regulations
- Advise staff and students on the safe use of equipment and materials
- Monitor cleanliness and hygiene of all work areas in accordance with school policies.

Equipment & Resource Management

- Issue, supervise, and check the safe return of all equipment
- Operate a stock control system and replenish supplies within budget
- Order ingredients and materials, check deliveries, and ensure correct storage of consumables and chemicals
- Maintain, clean, and service all technical and kitchen equipment. Report damage as required.





Key Duties and Responsibilities

Team & School Engagement

- Attend technician training and departmental meetings
- Support exhibitions and events when required
- Help maintain kitchen display work and develop as necessary
- Work collaboratively with staff and contribute to a positive school environment
- Uphold and model the school's values, contributing to a respectful and inclusive culture.

Supervision and Management

The jobholder does not have regular supervisory responsibility for staff but is required to assist with work familiarisation for new recruits and trainees.



Person Specification



Knowledge & Skills

Essential:

- Qualifications – GCSEs (or equivalent) including English and Maths Grade 4 or above
- Excellent communication and interpersonal skills
- Strong organisational and time-management abilities
- Proficiency with Microsoft Office and digital record-keeping
- Ability to work independently and as part of a team.

Desirable:

- Prior experience in an educational setting
- Prior experience in a kitchen environment
- Understanding of food preparation techniques and safety
- Awareness of CLEAPSS and Health & Safety in schools
- Food hygiene certification level 2.

Personal Attributes

- Physically fit and able to manage a practical workload
- Calm and solution-focused, especially under pressure
- Positive, enthusiastic, and approachable
- Strong attention to detail and commitment to high standards
- Flexible and proactive with a “can-do” attitude
- Committed to personal and professional development
- A sense of humour.

