



STRATHALLAN
SCHOOL

Opportunities for all to excel



Candidate Brief

Design Technology Technician

Permanent, term-time only, part-time position
from August 2025.

Introduction

We are looking for a meticulous, experienced and enthusiastic Design Technology Technician to join our Design Technology (DT) department at Strathallan School from August 2025.

Working term-time only, on a part-time basis, the successful candidate will support the Head of Design Technology with the day to day running of three specialist workshops such as the maintenance & safe working use of equipment and preparation of materials.

The working hours for this position are 15 per week. Standard working hours are from 8:00 AM to 4:30 PM, including an unpaid one-hour lunch break.

The working days are flexible and can be discussed during the interview process.

Occasionally, the Design Technology Technician may need to work outside these hours to assist with Open Days and other school events. Additionally, the post holder is required to work two days before the Autumn term, one day before the Spring term, and one day before the Summer term.

The School



Strathallan School is a leading co-educational boarding and day school with an outstanding reputation academically, in sports and the arts. There are c. 590 pupils of ages 5-18, divided between Strathallan Prep School and Strathallan Senior School. There are three senior Girls' Houses, four senior Boys' Houses and a junior boarding house. Approximately 65% of the pupils are full boarders.

The School is situated in the beautiful Earn Valley as a self-contained wooded estate of 153 acres on the edge of the village of Forgandenny. Perth is the nearest town some ten minutes away by car and

access to the motorways puts Edinburgh (45 mins), Glasgow (1 hr) and the Scottish Highlands within easy reach.

The school is well-resourced with a mixture of traditional and modern buildings. The Main Building, a Grade B listing, was once a large private mansion, bought by the School's founder, Harry Riley, in 1919 when he moved the School from its original 1913 location in Bridge of Allan.

The school exists to provide an inclusive all-round education for its pupils in a nurturing and caring environment. Our aim is to engage pupils to be their best and prepare them for the demands of further study and future work in an increasingly diverse global university and employment market. We achieve all this through opportunities that inspire and challenge and by expecting effort and hard work from each individual pupil in achieving their best, based on values of **respect, kindness, honesty, hard work, humility** and **excellence** all underpinned by the fundamental value of **love**.



Design Technology Technician - Job Description

Job Title:	Design Technology Technician
Reporting to:	Head of Design Technology
Responsible for:	N/A
In liaison with:	Current pupils, colleagues, external suppliers, administrative staff, accounts department etc.

Core Purpose

The post-holder is expected to uphold the values and ethos of Strathallan School and act as an ambassador for the school.

The Design Technology Technician will work in conjunction with the Head of Design Technology to support the smooth operation of the department. The successful candidate will oversee that the use of practical and other resources for teachers within the department are available on a daily basis. In this varied post, the Design Technology Technician will require a good understanding of Health & Safety and safe working practice.

Design Technology Technician responsibilities:
<ul style="list-style-type: none">• Maintaining, promoting and observing a healthy and safe working environment, adhering to the Health & Safety Executive (HSE) principles at all times;• Supporting the teaching staff with the preparation of materials and setting up of equipment for lessons, as and when requested;• Weekly checking (and emptying as required) of the workshop extraction systems for efficient / effective operation.• Checking, on a weekly basis, that all hand and power tools are fit for purpose and use, taking appropriate steps to maintain, sharpen and clean such tools as and when required, checking safety guards are in situ and in good working order.• Regular periodic checking, cleaning and servicing of the Department's machinery; blade replacement etc. and contacting external contractors for more complex maintenance and repair;• Maintaining the Stock and Prep rooms in a well-organised and safe manner to ensure stocks are readily and safely accessible;• Supporting the teaching staff, as and when required, with the safe use of machinery and equipment.• In conjunction with the Head of Design Technology, trialing any new practical activities and playing a role in the development and improvement of practical methods;• Participating in the preparation for Open Days and other events organised by the Department;• Undertaking any other duties that may be necessary from time to time as may be reasonably requested.

Person Specification

Attributes	Essential /Desirable
Qualifications	
GCSE or Nat 5 in a Manufacturing or Engineering subject or similar subject.	D
A Level, SQA Higher or In Service Training in a Manufacturing, Engineering field or subject.	D
A relevant Technician's qualification.	D
Experience	
Experience of working in a school or education setting.	D
Experience of working with Wood and Metalworking machinery for example lathes or routers	E
Experience of working in a manufacturing environment and the Health & Safety regulations of such a working environment	E
Skills	
Experience of and an understanding of Risk Assessments in the workplace	D
A good understanding of Health & Safety and safe working practices.	E
Competent at reading and following instructions whether written or verbal.	E
A good understanding of and an enthusiasm for making, building and practical working.	E
Sound ICT skills & an understanding of Microsoft Office.	D
Strong interpersonal and team working skills.	E
Well organised with a methodical approach to work	E
Personal characteristics	
As well as working as part of a team, the ability to work independently and prioritise and meet deadlines.	E
Reliable, accurate, trustworthy and punctual.	E
Discreet and able to deal with confidential and/or sensitive information.	E
Flexible and adaptive approach to work.	E
Outgoing, enthusiastic and positive attitude.	E
A role model for pupils and colleagues.	E
Commitment to their own professional development.	E
Supportive of the aims, ethos and policies and procedures of the School	E
Understand and maintain awareness of child safeguarding responsibilities	E
Neat, tidy and professional appearance	E

Terms & Conditions

Remuneration

The pro-rata salary for this part-time, term-time only position is £7,611.20 per annum, calculated from a full-time equivalent (FTE) salary of £26,983.83 per annum.

Hours of Work

The working hours for this position are 15 per week. Standard working hours are from 8:00 AM to 4:30 PM, including an unpaid one-hour lunch break. The working days are flexible and can be discussed during the interview process.

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Holidays

You will work term-time only.

Pension Scheme

A contributory pension scheme.

Occupational Sick Pay

Occupational sick pay following the first year of service.

Benefits

- Free On-site parking.
- Free lunch during term-time.
- Staff Discount in Art Café.
- Retail Discounts and Blue Light Card Eligibility.
- Death-in-service cover.

Other Information

Any offer of employment will be subject to Safer Recruitment checks; suitable clearance through Disclosure Scotland's PVG scheme, the receipt of two satisfactory professional references and proof of the Right to Work in the UK.

Application Process

Further details of the School are available on the School's website: www.strathallan.co.uk

- The closing date for applications is Sunday 27 April 2025, with interviews to take place shortly after the closing date.
- To apply for this position, please complete the online application form. For an informal conversation about the role, please contact Ian Barrett, Head of Design Technology at staffib@strathallan.co.uk