Technician

Kirkwall Grammar School

At a glance:

Grade: F
Salary: As per advert
Allowances:

- Distant Islands Allowance

Job Purpose:

Provide an efficient support service to the teaching staff of Kirkwall Grammar School

For application support contact **hrsupport@orkney.gov.uk** or call **01856 873535 ext.2250**

Benefits and Support

34 days annual leave, increasing to 39 days over 5 years, inclusive of Public Holidays (pro-rata)	Supported to work and earn whilst achieving qualification
Local Government Pension Scheme	Maternity, Paternity and Sick Pay
Comprehensive induction process	Employee Assistance Programme

Main Duties and Responsibilities

Prepare, construct and maintain a wide range of teaching equipment and resources.
Perform repairs of electronic equipment and musical instruments, for example electronic keyboards, amplifiers, microphones and sound systems.
Photograph and video record school events and edit recordings.
Maintain machinery/tools in the Technical Department and prepare materials for class use.
Setting up and controlling sound and lighting equipment in the Theatre and other areas of the school.
Operate sound equipment in the Recording Studio.
Assist the other Technicians with repairs and maintenance of school equipment.
Assist with school music and drama productions, operating sound and lighting control Systems.
Provide support for events out with school hours.

Responsibilities for All

Embody the Council Values of Accountable, Reliable, Considerate and Collaborative.	Participate in team meetings, 1 to 1s, supervision and good conversations process
Handle all information in confidence and in line with Data Protection requirements	Comply with the Council Employee Code of Conduct
Work safely to prevent risk to yourself and others	Comply with relevant professional body codes of practice/conduct
Ensure Equality, Diversity and Inclusion	Any other duties appropriate to your grade
Undertake mandatory and relevant training and development	Where required Support the Council’s emergency response

Skills and Requirements

Must have

The minimum knowledge required for this role can be evidenced by either: Holding a qualification at SCQF 6/7 i.e., SVQ3, National Certificate, Foundation Apprenticeship, Advanced Higher, Scottish Baccalaureate, HNC, Certificate of Higher Education in a relevant subject area OR Having a minimum of 3 years previous relevant experience, as detailed in the experience section of this person specification.
Experience of diagnosing and correcting faults in a variety of equipment both electrical and mechanical.
Knowledge of electrical Health and Safety practices and procedures.
Experience of prioritising conflicting requirements in pressured situations.
Previous experience in a similar job.
You should be able to travel efficiently and effectively between various work locations within Orkney to meet the operational requirements of the Service.

Requirements of the Role

Disclosure/PVG:	PVG Children	Convictions to Declare:	All
Politically Restricted Post:	No	Sponsorship:	No
Work Additional Hours:	No	Term Time Post:	No