

Job Title:	Water-jet Technician
Reports to:	Senior Technician Arts (NGC)
Grade:	D
Working Hours:	14.8 hours per week
Faculty / Service:	Arts, Design & Media
Location:	National Glass Centre
Main Purpose of Role:	To provide high quality support to students relating to the water-jet cutter.
Key Tasks and Responsibilities:	<ul style="list-style-type: none"> • Directly support a range of agreed student projects and activities using water-jet and allied relevant equipment • Ensure the water-jet operates in accordance with best health and safety practice, with appropriate maintenance and safe working procedures. • Assist and advise staff and students to promote a safe working environment and ensure adherence to health and safety requirements. • Assist in operational training and skills acquisition as required. • To undertake any other duties as required by the Senior Technician Arts (NGC) commensurate with the grade.
Special Circumstances:	Annual leave may be restricted at periods of peak workload.

<p style="text-align: center;">Part 2A</p> <p style="text-align: center;">Qualifications and Professional Memberships:</p> <p style="text-align: center;">Experience:</p> <p style="text-align: center;">Key Knowledge and Expertise:</p>	<p>Essential:</p> <p>Qualifications and Professional Memberships:</p> <ul style="list-style-type: none"> • Educated to degree level, or equivalent, within a related subject area <p>Experience:</p> <ul style="list-style-type: none"> • Understanding and experience of water-jet, laser jet or CNC operations. • Experience of delivering production projects • Knowledge of contemporary applied art • Good understanding of creating and working in a safe environment, and identifying and avoiding risks
	<p>Desirable:</p> <p>Experience</p> <ul style="list-style-type: none"> • Demonstrable experience of working in HE

Part 2B Competencies	<p>Analysis & Research</p> <ul style="list-style-type: none"> • Identifies and uses a range of sources and types of data • Produces reports that combine different types of data
	<p>Communication</p> <p>Oral Communication</p> <ul style="list-style-type: none"> • Delivery methods are chosen and tailored to aid understanding and meet the needs of others • Takes action to correct any misunderstandings or mistakes • Checks on recipient's understanding and takes action to remedy any miscommunications • Adapts style in response to feedback <p>Written Communication</p> <ul style="list-style-type: none"> • Anticipates the others' needs for information • Adjusts the level of content to suit audiences with varying levels of understanding and ability • Provides information in a suitable format so that the others' needs are met • Uses a range of different formats, chosen to the diverse needs and ensure understanding
	<p>Decision Making</p> <p>Independent Decisions</p> <ul style="list-style-type: none"> • Considers wider impact of decisions, assesses possible outcomes and their likelihood • Uses judgement to make decisions with limited or ambiguous data and takes account of multiple factors • Distinguishes between the need to make a decision, when to defer and when not to take a decision <p>Collaborative Decisions</p> <ul style="list-style-type: none"> • Helps others to explore options that initially appear to be inappropriate or unfeasible and recognise when a decision is or is not needed • Enables others to contribute to decisions • Ensures that options are weighed, outcomes identified and chances of success considered • Challenges decisions, appropriately to ensure consideration and processes are robust <p>Provision of Advice</p> <ul style="list-style-type: none"> • Anticipates and highlights issues that need to be taken into account • Outlines possible impacting factors, assessing their degree of influence on the choice of options • Ensures previous learning is included
	<p>Initiative & Problem Solving</p> <ul style="list-style-type: none"> • Analyses problems to identify their cause • Takes action to prevent recurrence of problems • Considers possible solutions to identify those which offer wider benefits • Obtains evidence to support intuition

	<p>Planning and Organising Resources</p> <ul style="list-style-type: none"> • Suggests ways of improving working practice and use of resources • Creates realistic plans to achieve own deadlines and objectives • Monitors progress of self and or others so that corrective action can be taken if needed
	<p>Service Delivery</p> <ul style="list-style-type: none"> • Adapts services and systems to meet customers' needs and identifies ways of improving standards • Learns from complaints and takes action to resolve them • Collates feedback and views from customers and keeps up-to-date with market trends to inform service development and make changes • Actively promotes services
	<p>Team Development</p> <ul style="list-style-type: none"> • Produces material to help others learn • Recognises when a colleague needs help and provides appropriate guidance • Suggests constructively ways in which other team members could improve their performance
	<p>Teamwork & Motivation</p> <ul style="list-style-type: none"> • Helps to clarify priorities and ensure they are understood by all • Supports colleagues in need of extra help • Acknowledges the achievement of colleagues
Date Completed:	June 2015