



Thornleigh
Salesian College



THORNLEIGH SALESIAN COLLEGE
JOB VACANCY PACK

Food Technology Technician

Sharples Park, Bolton BL1 6PQ
Tel: 01204 301 351
contact@thornleigh.bolton.sch.uk
www.thornleigh.bolton.sch.uk



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MISSION STATEMENT

THORNLEIGH SALESIAN COLLEGE IS A COMMUNITY ROOTED IN FAITH IN JESUS, WHERE ALL ARE VALUED, LOVED AND CHERISHED SO THEY CAN ASPIRE FOR ACADEMIC EXCELLENCE IN AN ATMOSPHERE OF COMPASSION AND FORGIVENESS WHICH SEEKS TO REACH OUT IN SERVICE AND GRATITUDE.



Thornleigh Salesian College

THANK YOU FOR YOUR INTEREST IN JOINING THORNLEIGH SALESIAN COLLEGE.

This is an exciting opportunity to become part of our thriving and successful 11-18 Roman Catholic School.

Guided by the Salesian ethos of Don Bosco, we are a community that values every individual, fostering an environment of kindness, respect and ambition. Our shared mission is to inspire and support every young person to achieve their full potential.

As a highly regarded and oversubscribed school in both the local community and the Diocese of Salford, we are proud to deliver excellence in all that we do. Ofsted has praised our school as a place where students feel safe, supported and inspired. They highlighted that:

“Pupils and students in the Sixth Form benefit from high quality pastoral care. They enjoy positive relationships with staff. The school is a calm place. Pupils work purposefully. Behaviour is well managed by staff.”

Relationships are at the heart of everything we do at Thornleigh. Students and staff alike benefit from a strong sense of community and shared purpose.

Our students frequently tell us that ‘the best thing about their school is their teachers’ and we are committed to ensuring that staff feel equally valued and supported.

We believe in investing in our staff. From excellent professional development opportunities to a strong focus on staff well-being, we are dedicated to helping you thrive in your career. At Thornleigh Salesian College, you will find a supportive, ambitious and caring environment where you can make a real difference to the lives of young people.

If you are passionate about education, driven to make a difference and excited by the opportunity to join a school with a clear mission and strong sense of community, we would love to hear from you.

Please don't hesitate to get in touch if you have any questions or would like to discuss this opportunity further.

We look forward to welcoming you to our school.

Mike Fitzsimons
Headteacher



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PUPILS CLEARLY
DISPLAY THE
SALESIAN VALUES.

OFSTED 2024



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PASTORAL CARE IS
AT THE HEART OF
THE SCHOOL MISSION.

CATHOLIC SCHOOL INSPECTION 2024

SCHOOL POLICIES AND IMPORTANT READING

Please scan the QR Codes below:



SAFEGUARDING &
CHILD PROTECTION
POLICY



KEEPING CHILDREN
SAFE IN EDUCATION



Thornleigh
Salesian College

Job Vacancy

Food Technology Technician
Grade D SPC 6-11 (£25,989- £28,142)

This salary will be pro rata'd

Permanent position

Term time + 5 days

37 hours per week

Required from September 2026

To support teaching and learning in the Food Technology department by preparing resources, maintaining equipment and facilities, ensuring compliance with health and safety regulations and assisting teachers and students during practical food lessons.

Skills and Qualifications:

- Experience of working in a school environment would be desirable
- Basic knowledge or interest in food technology and kitchen safety practices
- Strong organisational skills with attention to detail

Values and Attitudes:

- Passion for working with students in an educational setting
- Ability to work collaboratively within a team environment
- Positive attitude towards learning new skills
- Commitment to upholding health and safety standards

Closing date for applications: 9am Monday 11th May 2026

Interview date: TBC

Application packs can be downloaded from the school website

www.thornleigh.bolton.sch.uk

Please send completed application forms to hr@thornleigh.bolton.sch.uk

This school is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. The successful applicant will be required to complete an enhanced DBS check. We ask that you accept, in the interests of economy, if you have not heard from us within 3 weeks of the closing date, that you have been unsuccessful on this occasion.

In accordance with Keeping Children Safe in Education 2025, an online search will be completed on all shortlisted applicants prior to interview. Any relevant information will be discussed further with the applicant during the interview process

Job Description

Purpose of the Post

To support teaching and learning in the Food Technology department by preparing resources, maintaining equipment and facilities, ensuring compliance with health and safety regulations, and assisting teachers and students during practical food lessons.

Key Responsibilities

Technical Support in Food Technology

- Prepare and set up food ingredients, utensils, and equipment for practical lessons and demonstrations.
- Assist teachers with food demonstrations and support pupils during practical activities.
- Retrieve, clean, sterilise, and store reusable items safely and hygienically.
- Ensure a clean, organised and safe working environment in food rooms and preparation areas.
- Develop or adapt teaching resources such as worksheets or recipes under teacher guidance.
- Conduct simple practical demonstrations when appropriate.

Equipment and Inventory Management

- Maintain and repair food technology equipment as needed; coordinate external servicing where necessary.
- Monitor stock levels and assist in ordering ingredients and supplies in line with departmental needs and budgets.
- Maintain accurate inventories and safety records for all food-related equipment and materials.

Health and Safety

- Ensure the correct storage and disposal of food, chemicals, and equipment in accordance with safety and hygiene standards.
- Write and review risk assessments and safety procedures for practical food work.
- Promote a culture of health, safety, and hygiene in all aspects of the food technology curriculum.

Administrative Duties

- Process orders and manage deliveries of food and consumables.
- Maintain records of maintenance checks, stock usage, and budget tracking.
- Liaise with suppliers and recommend purchases to improve food teaching resources.

Support to Pupils and Staff

- Work with pupils during lessons, offering guidance on practical skills and food safety practices.
- Support SEN and small group activities during food lessons, as directed by teaching staff.
- Attend department meetings and contribute ideas to improve lesson delivery and resource use.

General Responsibilities

- Uphold the school's values, policies, and safeguarding procedures.
- Promote equality, inclusion, and a safe, respectful learning environment.
- Take a proactive role in personal development and school-wide training.

Person Specification

| Criteria | Essential | Desirable |
|-----------------------------|---|---|
| Knowledge | | <ul style="list-style-type: none"> Working in a food environment |
| Qualifications | <ul style="list-style-type: none"> GCSE: Maths and English or equivalent – Grade A*- C | |
| Experience | | <ul style="list-style-type: none"> Working in a school environment |
| Skills and Abilities | <ul style="list-style-type: none"> An ability to communicate successfully with a variety of people both verbally and in writing. Ability to prioritise workloads and meet deadlines Have good practical skills Ability to work in a busy environment with students Ability to process and interpret instructions in various formats detailing technical setups Ability to work with minimal supervision and as part of a team Have knowledge of food preparation equipment and its uses, including the preparations required for practical lessons in schools and/or colleges A willingness to undertake initiatives and new ideas Ability to solve problems Knowledge of materials, of their handling and storage, and of basic Health & Safety guidelines | |
| Other requirements | <ul style="list-style-type: none"> A flexible and positive approach to work Willingness to undertake relevant training Willingness to work flexibly to meet the needs of the school and ensure deadlines are met | |

Whilst every effort has been made to explain the main duties and responsibilities of the post, each individual task may not be identified. This job description details duties and responsibilities but does not indicate the amount of time to be spent carrying them out. No part of it may be so construed. In allocating time to the performance of duties and responsibilities, the post holder must use directed time in accordance with the school's policy as published in the Staff Handbook and having regard to the School Teachers' Pay and Conditions Document.