

Food Technologist Apprentice Level 3

Line Manager: HoD
Supervision: Food Tech Lead

Job Purpose:

Supporting teaching and learning in the Food room within the ADT department on a day to day basis as directed by HoD and Food Tech Lead. *This post will predominantly work within the Food Tech room, with some support in other areas where relevant to the subject.*

Job Summary :

Apprenticeship programme	<p>24 month apprenticeship programme. This will include:</p> <p>Knowledge</p> <p>Legislation and regulations in the food and drink industry, including understanding of:</p> <ul style="list-style-type: none">Food SafetyHealth and SafetyHazard Analysis and Critical Control Points (HACCP) <p>Basic principles of environmental legislation.</p> <p>Basic principles of microbiology: common food pathogens and toxins, food hygiene.</p> <p>Basic principles of food chemistry: composition of food, food nutrition.</p> <p>How to carry out sensory analysis.</p> <p>Use and purposes of food industry standards (eg British Retail Consortium, Standard Operating Processes, Quality Management Systems and internal and external specifications).</p> <p>Internal and external audit processes used in food businesses.</p> <p>How to collect, interpret and analyse data and complete documentation.</p> <p>Principles of raw materials: specifications, supply, storage, handling and quality assurance.</p> <p>The key principles of Continuous Improvement (CI) Management.</p> <p>Management systems used in food businesses: Good Manufacturing Processes (GMP), Good Hygiene Practices (GHP), process flow and risk management.</p> <p>Understanding of the drivers of costs and quality.</p> <p>Methods of pest control and pest prevention.</p> <p>The functions and processes used in new and existing product development (NPD and EPD).</p> <p>The food supply chain from end to end, and relationships within it.</p> <p>Understanding of a range of problem solving techniques, to include root cause analysis and investigation methods.</p> <p>Appreciation of ethical issues in the food industry.</p>
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Understanding of how to cost products.

Skills

Implement and maintain risk management systems (eg Hazard Analysis and Critical Control Points).
Review and maintain technical procedures for food businesses.
Use a range of IT systems to analyse and interpret data to identify trends and drive Continuous Improvement (CI).
Provide and interpret management data and information (reports and presentations).
Carry out internal audits and participate in external audits
Conduct sensory evaluation activities.
Investigate and resolve problems, including customer complaints and quality issues.
Contribute to Continuous Improvement (CI).
Develop and maintain effective relationships with customers, suppliers and colleagues.
Act as a champion for the technical department within the wider business
Carry out a product costing.
Support product trials.
Use problem solving techniques, to include root cause analysis and investigation methods.
Influence and negotiate with colleagues.

Behaviours

Safe working: ensures safety of self and others, food safe, challenges safety issues.
Ownership of work: accepts responsibility, is proactive, plans work.
Pride in work: integrity, aims for excellence, time management.
Self-development: proposes objectives to support the business, seeks learning, drives the development of self and others.
Integrity and respect: respect for colleagues, good communication at all levels, adapts style.
Working in a team: builds good relationships with others, works collaboratively, contributes ideas and challenges appropriately.
Problem solving: works to identify and ensure root causes of problems are resolved, demonstrating a tenacious approach.
Responsiveness to change: flexibility to changing working environment and demands.
Company/industry perspective: knowledge of company and food industry, acts as an ambassador.
Effective communication: in writing, visually and verbally.
Innovation: Demonstrates curiosity to foster new ways of thinking and working.

Classroom support	<ul style="list-style-type: none"> ● Provide in-class support during practical lessons. ● Prepare and clear away food demonstrations ● Prepare and clear away the stock and equipment for lessons. ● Ensure laundry is washed and dried in time for the practicals ● Photocopy and support in the production of departmental material ● Assist students to drop off ingredients at the start of the day and collect food products at the end of the day ● Ensure that the sharp objects are counted for and locked away in a secure cupboard within the lesson time.
Stock and Administration	<ul style="list-style-type: none"> ● Under the supervision of Food Tech lead and Makerspace Technician, support with the maintenance of stock , keep stock records, maintain an inventory system for items to replace ● Under the supervision of Makerspace Technician, order and collect food, consumables and equipment ● Liaise with the finance team as required ● Source new products and compare pricing of suppliers ● Restock of consumables and ingredients
Servicing and Maintenance	<ul style="list-style-type: none"> ● Clean and check equipment storage areas, communal equipment (e.g fridge, washing machine) and dry food storage areas ● Ensure that the kitchen is clean and meets basic food safety and hygiene standards. ● Manage routine safety and maintenance checks
Other	<ul style="list-style-type: none"> ● Provide support for the organisation of trips and visits ● Create and maintain displays within corridors and the Food room relevant to food technology
Training	<ul style="list-style-type: none"> ● Basic L2 Food Hygiene certificate. ● Safe use of equipment ● Safeguarding procedures and other training provided by the school