

Job Description

JOB TITLE:	Welding Tutor and Assessor
GRADE:	Commercial Day Rate
REPORTS TO:	Head of Commercial Engagement
CAMPUS:	Slough and Langley College
JOB PURPOSE:	To deliver, assess, and quality assure City & Guilds accredited welding qualifications within a practical workshop and classroom environment, ensuring high-quality training and industry-standard safety practices.

N.B. This job description is current at the date of issue. It will be reviewed annually and may be updated by the Principal.

Main Duties

- 1 Training Delivery & Technical Knowledge**
 - 1.1 Plan, prepare, and deliver high-quality practical and theoretical training programmes across a range of welding processes including MMA, MIG/MAG, TIG, TIG Aluminium, and Oxy-Acetylene, covering welding positions, joint configurations, equipment setup, consumables selection, weld inspection and testing techniques.
 - 1.2 Deliver underpinning technical knowledge covering welding engineering principles, metallurgy fundamentals, joint design, consumables, equipment setup, and drawing interpretation.
 - 1.3 Embed and rigorously enforce workshop health, safety, and environmental practices, including risk assessments, safe systems of work, and the correct usage of PPE/RPE.

2 **Assessment & Quality Assurance**

- 2.1 Assess learner competence and underpinning knowledge against City & Guilds qualification standards using practical observations, written activities, and verbal questioning.
- 2.2 Conduct weld inspections and testing (destructive and visual) in line with BS EN 4872 standards to verify learner achievement and provide constructive developmental feedback.
- 2.3 Comply with all internal and external quality assurance (IQA/EQA) requirements, standardisation activities, and maintain accurate learner portfolios and documentation.

3 **Candidate Progression & Workshop Management**

- 3.1 Monitor and support learner retention, progression and overall achievement rates to ensure positive outcomes and satisfaction.
- 3.2 Maintain the operational standards, cleanliness and safety of the welding workshop and associated equipment.

4 **General Duties**

- 4.1 Promote a teaching, learning and working environment that is free from discrimination, harassment and bullying and where all students and staff feel safe to express their individuality.
- 4.2 Be responsible for safeguarding and promoting the welfare of students.
- 4.3 Maintain student morale and discipline within the college site.
- 4.4 Through CPD ensure you keep up to date with relevant industry and academic development.
- 4.5 Conduct yourself whilst undertaking college duties within the parameters of the Group's values.
- 4.6 Any other duties commensurate with the level of responsibility within the Group.

NOTE

This post is not exempt from the Rehabilitation of Offenders Act 1974. For further details on our policy on the Recruitment of Ex-Offenders can be found [here](#).

PERSON SPECIFICATION

	Essential	Desirable	Source of Evidence
EDUCATIONAL AND PROFESSIONAL QUALIFICATIONS			
L2 English.	X		AF
L2 Maths.	X		AF
Level 3 qualification or above in Welding, Fabrication and Welding, or a related discipline.	X		AF
Recognised occupational competence in welding and fabrication at Level 3 or above	X		AF / IV
Teaching qualification (AET, Cert Ed, PGCE or equivalent) or willingness to achieve.	X		AF
Assessor qualification (Level 3 CAVA or equivalent) or willingness to achieve.	X		AF
Internal Quality Assurance (IQA) qualification.		X	AF
Welding Inspector qualification (CSWIP or equivalent).		X	AF
Apprenticeship assessment experience.		X	AF
Current or recent welding coding qualifications.		X	AF
EXPERIENCE			
Significant welding and fabrication experience.	X		AF / IV
Demonstrable competence in multiple welding processes (MMA, MIG/MAG, TIG Aluminium, Oxy-Acetylene and Brazing).	X		AF / IV
Experience delivering vocational training, assessments or apprenticeships.	X		AF / IV
Experience conducting weld inspections and testing.	X		IV
Experience assessing practical competence.	X		AF / IV
Experience delivering City & Guilds qualifications.		X	AF / IV
SKILLS, KNOWLEDGE AND ABILITIES			
Technical knowledge of welding symbols, positions (EN ISO 6947 / ASME IX), and engineering drawings.	X		IV / Test
Current knowledge of health and safety legislation relevant to welding workshop environments.	X		IV

Strong communication, presentation, and classroom management skills.	X		IV / Test
Excellent organisational skills and the ability to maintain accurate tracking/audit documentation.	X		AF / IV
Commitment to safeguarding, equality, diversity, and inclusion.	X		IV
Commitment to Continuing Professional Development (CPD) and maintaining industrial currency.	X		IV
Knowledge of welding metallurgy, weld defects, distortion control methods, welding quality standards, and principles of destructive and non-destructive testing.	X		IV
IT skills e.g. word, excel, power-point, email, databases.	X		AF
Enthusiasm for teaching and the subject area, with the ability to motivate and engage students.	X		IV / Test

KEY:

- Evidence of all the elements marked AF or AF/IV must be present in the application form in order to be shortlisted for an interview
- All the elements marked IV will be assessed at interview.
- All the elements marked AF/IV will also be assessed at interview.
- All or some of the elements may be assessed by the Test/Presentation