

PLACEMENT DESCRIPTION

Employer: WEX TEMPLATES

Contact:

Supervisor:

Employer Tel:

Website:

Job: Optician

Classification: Health Professions

Ref: 13,072

Aims & Objectives: To develop key skills through the experience of work. To gain an insight into working within an optician's.

Key Tasks: Student will do a certain amount of observation then with training and under supervision may do simple tasks. Some tasks may include filing, opening and sorting post, telephoning customers, keyboarding and visiting the bank. Student may also have the opportunity to shadow a dispenser in the sale and fitting of spectacles and to observe work done to alter lenses in the small laboratory.

Requirements: Student should be confident and able to communicate well and must have a genuine interest in this area of work.

Clothing: Student should wear smart trousers/skirt and shirt/blouse with comfortable shoes.

Working Hours: 9am - 5pm Monday to Friday

Meal Breaks: One hour for lunch and short break am and pm. - lunchtimes will be unsupervised

Interview Required: Y

Student to Arrange: Y

Notes: Student to contact employer to arrange an interview / informal chat prior to starting the placement.

Employer's Health & Safety Risk Assessment:

LACK OF KNOWLEDGE, EXPERIENCE & AWARENESS:-Student will be supervised at all times.SLIPS, TRIPS & FALLS:-Student will not work at heights on this placementEQUIPMENT & MACHINERY, CHEMICALS & FLAMMABLE MATERIALS:-Student will not use laboratory equipment. Student will not work with dangerous chemicals. LIFTING & MANUAL HANDLING:-Safe lifting and handling will be shown should the need arise.WORKPLACE SPECIFIC HAZARDS:-Student may use frame heater etc only after training and with supervision.

Special Notes:

Parents/Guardians will be expected to give details of any health problems e.g. epilepsy, asthma etc on the agreement form

Last Visit Date:**Next Visit Date:****Risk Band: L**