

**Job Description – Senior Science Technician**

**Job Purpose**

* To co-ordinate the use of prac­tical resources and facilities and provide assist­ance and advice in meeting the practical needs of the science curriculum, including liaising with teaching staff and support staff outside the department.

**Main Responsibilities**

**Meeting the practical needs of the science curriculum by:**

* Preparation of resources, assembling apparatus, trialling experiments.
* Obtaining materials by local purch­ase.
* Giving technical advice to teachers, technicians and pupils/students.
* Carrying out risk assessments for technician activities.
* Assisting in practical classes & carry­ing out demonstrations.

**Maintenance of a healthy and safe working environment by:**

* Keeping up-to-date with health & safety requirements and with developments in practical science. (Attending courses & reading public­ations.)
* Giving health & safety advice to tech­nical staff, teachers and students.
* Disposal of waste materials.
* Checking, pressure vessels and first-aid kits; carrying out electrical and other safety checks, etc.
* Organising, storing and checking the condition of chemicals and equipment.
* Attending department meetings.

**Supporting the senior technician in ensuring the availability of resources by:**

* Constructing, modifying and repairing apparatus as well as general cleaning and repair of equipment.
* Preparing standard solutions, purify­ing chemicals, treating waste.
* Checking stock, ordering.
* Keeping stock records.
* Maintaining resources.
* Collecting, checking and returning equipment to stores.
* General laboratory cleaning of bench surfaces and fixed equipment.

**General**

* Promote and safeguard the welfare of students you come into contact with.
* Be aware of and comply with policies and procedures relating to safeguarding, health, safety and security, confidentiality and data protection, reporting all concerns to an appropriate person.
* Be aware of and adhere to all School and Trust level policies and procedures and comply with their contents, raising any concerns in a timely manner.
* Be aware of, support and ensure equal opportunities for all.
* Contribute to the overall ethos/work/aims of the School and Trust.
* Appreciate and support the role of other professionals.
* Attend and participate in relevant meetings as required.
* Participate in training, other learning activities and performance development as required.
* Engage actively in the performance review process.
* Perform any other such duties as the Head may reasonably from time to time determine.

This job description lists the key duties and requirements of the job and is not all-inclusive. The post holder may be expected to perform duties, under the direction of the Head, other than those contained in this document and may be required to have specific job-related knowledge and skills. The allocation of duties is provisional and is subject to regular review.

Signed \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Senior Science Technician

**Person Specification – Senior Science Technician**

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| **Area** | **Essential** | **Desirable** |
| Qualifications | * A-Level (or equivalent) science qualification(s) | * A-Level or equivalent) science qualification(s), and a higher science qualification * Knowledge of Physics, Chemistry and Biology |
| Skills and experience | * At least 1 year within a laboratory * The ability to work proactively and meet tight deadlines * The ability to work effectively under own initiative. * The ability to communicate effectively and the ability to liaise with staff and students both verbally and in writing. * Ability to maintain equipment and stores system * Good IT skills * The ability to demonstrate a logical and pragmatic approach to problem solving | * 3 years as a school science technician in a department delivering A-level science courses * Experience in working with iPads and data loggers in the lab. * Previous experience of repairing lab equipment. |
| Knowledge | * The ability to learn and build a working knowledge of the school science curriculum up to and including A-level. * A good understanding of the scientific process. | * Knowledge of science curricula up to and including A-level |
| Personal Qualities | * Confident and warm manner * Able to work well as part of a small, friendly team * Good organisational skills * Communication and behaviour management skills * An enjoyment of working with young people | * Imagination and resourcefulness. |
| Other | * Ability to work with minimal supervision * Ability to work as a team member * Ability to take initiative * Accuracy, care and attention to detail |  |