



WHITMORE HIGH SCHOOL

Headteacher: Susan Hammond MA
Headteacher's PA: Janina Zachopoulos-Butler

Porlock Avenue, Harrow HA2 0AD
Telephone: 020 8864 7688
www.whitmore.harrow.sch.uk
Email: office@whitmore.harrow.sch.uk

March 2023

Dear Colleague

SCIENCE TECHNICIAN

Thank you for your interest in applying for the above role at Whitmore High School.

Whitmore is a happy, successful school and we are seeking to appoint someone to join our team and make a positive impact on students' lives.

Staff here are supportive, caring and committed to a collaborative approach to teaching and learning. As a new member of staff, you can expect a warm welcome and a wide range of CPD opportunities to develop your practice and career. Our state-of-the-art building provides excellent resources for both staff and students.

I do hope the attached job description, alongside the information on our website, inspires you to make an application and we look forward to welcoming successful applicants for interview.

The closing date is at 9.00am on Monday 20th March 2023

Early applications are encouraged – we may interview candidates as they apply and hence we reserve the right to interview early for this post should a suitable candidate apply.

I look forward to hearing from you.

Yours sincerely

Susan Hammond
Headteacher

When applying, please complete all sections of the application form and ensure that you do not leave any gaps in your qualification/work history and that you give details of any periods not accounted for by full time employment, education or training. Forms with missing sections and/or gaps may not be considered.

Whitmore High School is committed to safeguarding and promoting the welfare of young people and all staff are expected to share this commitment.

Our CP Policy is available on the school's website www.whitmore.harrow.sch.uk

All appointments are subject to an Enhanced Disclosure and Barring Service check and pre-employment checks. It is an offence to apply for this role if you are barred from engaging in regulated activity relevant to children. Under the Rehabilitation of Offenders Act 1974, this post is listed as an exempted employment. You therefore need to reveal all spent convictions during the recruitment and vetting process.



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SCIENCE TECHNICIAN

Scale G2 - £19,706 per annum

The post is for 36 hours per week, term time only, as follows;

Monday to Thursday	8.15am to 4.00pm
Friday	8.15am to 3.45pm

(including a half hour unpaid lunch break each day)

JOB DESCRIPTION

Maintain equipment, prepare and clear up materials and equipment for lessons, assist during lessons and control stock of materials and equipment.

- To be responsible for preparatory work for timetabled lessons
- General laboratory tidiness, cleaning and routine maintenance of equipment and apparatus, including glassware
- Deliver apparatus, equipment and materials to laboratories, retrieving and assisting in the collection of apparatus after use and returning to store
- Assist during lessons, often working in close proximity to students, occasionally directly assisting them with equipment and apparatus
- Setting up apparatus for teacher demonstrations
- Carry out minor repairs to equipment, e.g. re-soldering broken connections
- Maintain satisfactory standards of safety and security in the Science department
- Participate in the general technical work of the Science department as directed by the Head of Science and Senior Technician
- Any additional related duties, commensurate with the post, as required by the Headteacher, Head of Department or senior management team

The job description is subject to amendment and will be reviewed from time to time and modified in the light of the changing needs of the school.

PERSON SPECIFICATION

Whoever is appointed will need to:

- Be flexible, willing to learn and to fit in with the changing needs of the Science Department
- Have a general interest in science
- Show initiative and have the ability to work independently
- Enjoy working energetically in a very busy and demanding environment
- Believe in the importance of teamwork and a collaborative approach
- Communicate information effectively both orally and in writing
- Enjoy working with young people between the ages of 11 and 18 and be interested in how they learn
- Be aware of, and committed to, health and safety at work
- Be committed to Equality, Diversity and Inclusion and the principles and practice of equal opportunities
- Be committed to the principles and practice of safeguarding all young people

A knowledge of and/or experience of school level science would be useful but not essential.

March 2023