



ALL SAINTS

CATHOLIC COLLEGE

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Job Description

Science Technician

Job Description

Science Technician

Start date: September 2022

Salary: Scale point 4

Contract: Term Time only/Permanent

Closing date: 15.00 Friday 1st April

Responsible for:

We are looking to appoint a Science Technician to work within our friendly Science Department with modern facilities and 5 dedicated science classrooms.

The ideal hours of work will be 8am – 4pm Monday to Friday. Experience in a similar role and environment would be advantageous but not essential.

Liaising with:

The Head of Science

Main core Duties:

- To be responsible for providing and organising resources to enable teachers to deliver a range of high quality Science learning opportunities.
- Support the Science Department in enabling other teams across the School to embed the Science specialism in their activities.
- Maintenance, preparation and cleaning of laboratory equipment and areas.
- Make up and maintain class sets of equipment, chemicals and resources
- Carry out routine maintenance of equipment, reporting any problems to the HOD Science
- Organisation and maintenance of efficient storage systems for equipment, materials and chemicals.
- Assist in annual stock checks and cleaning of storage areas.
- Set up and maintain audio visual aids, computers and data logging equipment.
- To be First Aid trained and administer First Aid as required within the science department.
- To prepare display materials and equipment for open evenings.
- Remove and display items of work in the Science department, as and when requested.
- To attend meetings as appropriate.
- Play a key role in the co-curricular life of the school.
- To support a tutor group in an Associate Tutor role if required.
- As appropriate and under the direction of the teacher work with students to enhance their Science learning opportunities.

Accountability

- To ensure that areas used by students and staff for Science activities are safe.

- Be aware of and comply with policies and procedures relating to child protection, health and safety, security, confidentiality and data protection. Reporting all concerns to the appropriate person.

Active support for the Vision and Values of the School:

- Close co-operation and involvement with parents.
- Contribution to the spiritual and moral developments of the students by supporting the
 - Programme of whole school liturgies by the Chaplain.
- To develop a programme of year group assemblies and activities including charitable and fundraising work.
- To play a full part in the life of the School Community, to support its distinctive vision and ethos and to encourage and ensure staff and students to follow this example.

Other specific duties:

- To engage actively in the performance review process.
- Whilst every effort has been made to explain the main duties and responsibilities of the position, each individual task undertaken may not be identified.
- Employees will be expected to comply with any reasonable request from a line manager to undertake work of a similar level that is not specified in this job description.
- Employees are expected to be courteous to colleagues and provide a welcoming environment to visitors and telephone callers.
- The school will endeavour to make any necessary reasonable adjustments to the job and the working environment to enable access to employment opportunities for disabled job applicants or continued employment for any employee who develops a disabling condition.
- The job description is current at the date shown, but, in consultation with you, may be changed by the Headteacher to reflect or anticipate changes in the job commensurate with the grade and job title.

Person Specification

	Essential	Desirable
Qualifications	<ul style="list-style-type: none"> GCSE Science and Maths – Grade C or above/ or equivalent qualification 	<ul style="list-style-type: none"> A level Biology, Chemistry or Physics. Science degree Other relevant qualification to the role Safe guarding Training
Skills	<ul style="list-style-type: none"> Basic numeracy for measuring, weighing and counting. Able to inspire and support young people. Show initiative and approach challenges with a positive attitude. Able to use data effectively Being organised and able to meet deadlines 	<ul style="list-style-type: none"> Experience of making chemical solutions Chemical safety e.g. knowledge of CLEAPSS Health and safety experience e.g. working at height training. Radiation protection training. Experience of using scientific equipment e.g. laboratory experience.
General	<ul style="list-style-type: none"> Flexible and enthusiastic attitude Clear ability to relate to young people. A commitment to a positive culture of learning. Ability to work with minimal supervision Excellent communication skills. 	<ul style="list-style-type: none"> Have ideas that you can turn into practice. Ability to be part of a team Ability to self-review effectively and set appropriate targets. Willingness to participate in school trips (if applicable)