

Job Title: Science Technician

Responsible to: Head of Department

OVERALL RESPONSIBILITY

- Contribute to providing practical support for science teaching while ensuring the welfare and care of students align with safeguarding protocols.

DUTIES

Stock Control and Maintenance

- Maintain, modify, and manage stock control of equipment, chemicals, and perishables.
- Prepare and clean apparatus for practical lessons and experiments.
- Assist in testing new experiments and maintaining ongoing experiments.
- Keep inventory and purchase items as instructed.

Support & Deliver Learning – Supporting Teachers

- Prepare lesson materials, collect apparatus, and set up equipment for practical lessons.
- Assist in demonstrations and practical sessions as requested.
- Communicate with staff regarding equipment use and safety.
- Maintain stocks of materials and assist in purchasing.
- Ensure proper storage and disposal of chemicals and waste materials.

Laboratory Maintenance

- Keep laboratories clean, tidy, and safe.
- Clean equipment, benches, and sinks regularly.
- Update safety manuals and conduct safety checks.
- Manage stock and replace items as needed.
- Participate in professional development activities as required.

This job description will be reviewed annually and may be subject to amendment or modification at any time after consultation with the post holder. It is not a comprehensive statement of procedures and tasks, but sets out the main expectations of the School in relation to the post holder's professional responsibilities and duties.

Elements of this job description and changes to it may be negotiated at the request of either the Headteacher or the incumbent of the post.