



<b>Post Title</b>	<b>Senior Science Technician</b>
<b>School / Organisation</b>	Avanti Fields
<b>Location</b>	Leicester
<b>Grade</b>	Grade 6 - 28,565, £30,390 per annum <i>Approximately £19,798 - £21,063 per annum pro rata (0.69309 FTE)</i>
<b>Hours</b>	32.5 hours per week
<b>Contract Type</b>	Fixed-term contract until July 2025 Term-time
<b>Reports to</b>	Head of Science
<b>Preferred Start Date</b>	As soon as possible

### MAIN PURPOSES OF THE JOB

- To organise, deliver and develop technical and practical support to the school science laboratories.
- To manage the work and training of a science technician if required.
- To assist Class Teachers in identifying technical support needed in order to provide pupils with a relevant and effective experience.
- To ensure and promote the maintenance of a healthy and safe working environment.
- To be responsible for promoting and safeguarding the welfare of children and young people within the school.
- To manage resources

### RESPONSIBILITIES OF THE JOB

- To take lead responsibility for making sure that guidelines are provided and followed in relation to the preparation and setting out of experiments, scientific and audio visual equipment, chemicals, specimens etc. for laboratory use (this includes moving items between laboratories where necessary).
- To provide technical advice and support on health and safety issues to teaching staff.
- To contribute to the design, development and maintenance of specialist resources and or long term projects and offer professional guidance, assistance and support to pupils and teachers on the practical aspects of the curriculum where necessary in practical experiments.
- Invigilating exams where necessary.
- To ensure the organisation and development of other junior technical staff to ensure performance standards are achieved.
- Ensuring the safe treatment and disposal of used materials including hazardous substances and responding to actual or potential hazards.
- To carry out health and safety risk assessments relating to laboratory work and apply COSHH regulations and assessments.
- Maintenance of the storage system for equipment and chemicals including routine and non-routine checking, cleaning, maintenance, testing and repairing of equipment.
- Ensuring the security of the laboratories and the stores for securing equipment and materials when not in use.
- Stocktaking and ordering of materials ensuring accurate records are kept and that appropriate levels of stock, apparatus and equipment are maintained in order to meet the department's needs.
- Ensuring the availability of suitable materials helping to compile orders and liaising or negotiating with suppliers. This will include sourcing, costing and suggesting economic alternatives to maintain stock levels.
- Be responsible for administering first aid in laboratory if required (must hold first aid certificate or be prepared to train for certificate).
- Other duties commensurate with the level of the post as required.
- Keep up to date with current procedures and practices through continuing professional development.



- To adhere to school policies and Trust's Ethos Policy.

PERSON SPECIFICATION			
Criteria		Requirement	
		Essential	Desirable
1.	Ability to offer professional guidance and assistance to pupils and teachers	X	
2.	Ability to carry out risk assessments in relation to laboratory work.	X	
3.	Ability to prepare equipment and materials for lessons as requested by teaching staff.	X	
4.	Ability to be flexible and respond effectively to the 'unexpected'	X	
5.	Displays commitment to the protection and safeguarding of children and young people	X	
6.	Willingness and motivation to develop own skills and work towards professional training qualifications		X
7.	Ability to maintain a range of tools and equipment.		X
8.	Excellent communication skills, ability to communicate with people at all levels	X	
9.	Able to deal with a number of different situations in quick succession.	X	
10.	Good level of accuracy and detail.	X	
11.	Ability to follow instructions accurately	X	
12.	Ability to work as part of a team and independently.	X	
13.	Ability to manage own workloads and the workload of others, if applicable.	X	
14.	NVQ3 in Laboratory and Associated Technical Activities (LATA) or NVQ3 for Laboratory Technicians in Education or Level 3 Certificate in Laboratory Technical Skills or equivalent would be an advantage.	X	
15.	Certification of relevant health and safety training or a willingness to attend appropriate Health and Safety training	X	
16.	Willingness and motivation to develop own skills and work towards professional training qualifications		X
17.	Relevant certification of practical skills and knowledge		X
18.	Experience within a school / college environment	X	
19.	Detailed knowledge of health, safety and COSHH and ESCC regulations and other relevant legislation in relation to safe handling and storage of chemicals.	X	
20.	Has up-to-date knowledge of relevant legislation and guidance in relation to working with, and the protection of, children and young people	X	
21.	Able to act calmly under pressure.	X	



#### **FURTHER INFORMATION**

Due to the nature of this role, it will be necessary for the appropriate level of criminal record disclosure to be undertaken. In making your application, it is essential you disclose whether you have any pending charges, convictions, bind-overs or cautions and, if so, for which offences. This post will be exempt from the provisions of Section 4 (2) of the Rehabilitation of Offenders Act 1974. Therefore, applicants are not entitled to withhold information about convictions which for other purposes are 'spent' under the provision of the Act, and, in the event of the employment being taken up; any failure to disclose such convictions will result in dismissal or disciplinary action. The fact that a pending charge, conviction, bind-over or caution has been recorded against you will not necessarily debar you from consideration for this appointment.

For further information - <https://avanti.org.uk/wp-content/uploads/2023/08/Child-Protection-and-Safeguarding-Policy.Summer-23.pdf>