



Senior Science Technician (GR3B)

JOB DESCRIPTION

Queensbridge School
Queensbridge Road, Moseley, Birmingham B13 8QB

PURPOSE

To coordinate the use of practical resources and support the effective delivery of the science curriculum. This includes providing technical guidance, ensuring safe and efficient preparation of materials, maintaining equipment, and overseeing the work of other technicians. The role also involves contributing to health and safety compliance and liaising with staff to support high-quality science teaching.

KEY RESPONSIBILITIES

- Co-ordinate the use of practical resources and facilities and provide assistance and advice in meeting the practical needs of the Science curriculum
- Prepare, set up, and clear away apparatus and materials for science practical lessons.
- Support science teaching staff in the delivery of practical work, including offering advice on practical techniques and health & safety.
- Maintain an up-to-date inventory of equipment and chemicals; order and replenish stock as required. Supporting the Head of Science in managing the Science Department budget.
- To ensure that both routine and non-routine checking, cleaning, maintenance, calibration, testing and repairing of equipment are carried out to the required standard.
- Ensure the safe storage, handling, and disposal of chemicals and equipment, in line with current health and safety regulations.
- Maintain a high standard of organisation and cleanliness in all science laboratories and preparation areas.
- Support the development and implementation of laboratory safety protocols and risk assessments and report health and safety concerns and potential hazards in a timely manner.

- Assist with the organisation and delivery of enrichment activities, trips, or science events as required.
- Line manage and provide guidance to another science technician, including delegating tasks and supporting their development.
- Stay up to date with developments in laboratory safety and best practice including keeping up to date with appropriate Health and Safety legislation and guidance including COSHH.
- To contribute to the Science Department's preparation and presentation at Open Evening and attend this event.
- Line manage and provide guidance to one other science technician, including delegating tasks and supporting their development
- Be an active member of the school health and safety committee

GENERAL

- To undertake any training commensurate with the post.
- Undertake first aid and fire marshal training and to work within these teams
- To undertake any other duties as appropriate to the grade of the post as requested by the Headteacher.

SAFEGUARDING

- The School is committed to safeguarding and promoting the welfare of children and young people and expect all staff and volunteers to share this commitment.
- Work in line with statutory safeguarding guidance (e.g. Keeping Children Safe in Education, Prevent) and our safeguarding and child protection policies.
- Promote the safeguarding of all pupils in school.
- Utilise the 'My Concern' system for recording safeguarding concerns and logging actions taken.

RESPONSIBLE TO: Head of Science

Person Specification

Senior Science Technician

A = Application process I = Interview T = Task

| Education and Training | Method of assessment |
|------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------|
| GCSEs (or equivalent) including at least a Grade 4 (previously Grade C) in English and Maths. | A |
| Further study or training relevant to the role | A |
| Experience and Skills | |
| Experience in working in a laboratory setting | A/I |
| <i>Working with children or young people (desirable)</i> | A/I |
| <i>Working in a school environment or other educational setting (desirable)</i> | A/I |
| Understanding of the procedures for preparation, use and maintenance of materials and equipment | T |
| Awareness of health and safety issues relating to school science | T |
| <i>An aware of CLEAPSS and/or COSHH regulations (desirable)</i> | A/I |
| <i>An understanding of the GCSE Science curriculum (desirable)</i> | A |
| Strong written and oral communication skills and the confidence to work effectively with staff, students | A/I |
| Competent and effective user of IT | A/I |
| Excellent attention to detail and the ability to work accurately even when under pressure | A |
| Excellent organisational and administrative skills including the ability to work to deadlines and the flexibility to take on new tasks as they arise | A/I |
| Ability to plan, organise and prioritise to meet deadlines | A/I |
| Knowledge of guidance and requirements around safeguarding children | A/I |
| Ability to respond quickly and effectively to issues that arise | A/I |
| Personal Qualities | |
| The ability to remain calm in stressful situations and demonstrate resilience | A/I |
| Enjoyment of working with children and young people | A/I |
| Ability to use initiative and flexibility in recognition of the fact that schools are busy and dynamic institutions | A/I |
| Sensitivity and understanding, to help build good relationships with pupils | A/I |
| A commitment to getting the best outcomes for all pupils, and promoting the ethos and values of the school | A/I |
| Commitment to safeguarding pupils' wellbeing and equality | A/I |
| Positive, forward looking and enthusiastic about making a difference | A/I |

The school is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment. An enhanced DBS and children's barred list check is required for all successful applicants.

ALL STAFF ARE EXPECTED TO BE COMMITTED TO THE SCHOOL'S EQUAL OPPORTUNITIES POLICY