

School name

For full details

Location

City

Job title

Salary

Permanent or temporary?

Full / Part time / Term time only?

Job description

Qualifications/experience: a minimum of three years' experience as a school based lab technician and science qualifications or externally recognised training from CLEAPSS.

Areas of responsibility and key tasks:

A Coordinating the use of practical resources

- Preparation of materials and assembling resources (daily)
- Obtaining materials in local supermarkets (weekly)
- Giving technical advice to teachers and students (daily)
- Carrying out risk assessments for technician activities (daily)
- Assisting in clubs & carrying out demonstrations (as required)
- Responsible for coordinating the use of, and development of practical resources and facilities to meet the practical requirements of science curriculum (daily)

B Ensuring the maintenance of a healthy & safe working environment

- Keeping up-to-date with health and safety requirements and with developments in practical science (termly)
- Carrying out risk assessments for technician activities (weekly)
- Actively leading and coordinating assessment, monitoring and review of both health and safety procedures & information resources (as required)
- The provision of technical advice and support on health and safety issues to teaching staff (daily)
- The safe treatment and disposal of used materials including hazardous substances (as required)
- The healthy and safe storage and accessibility of equipment and materials (daily)
- Attending department meetings (as required)

C Preparation of science materials and equipment

- Construction & modifying apparatus (as required)
- Preparing standard solutions, purifying chemicals, treating waste (daily)
- Setting up and caring for plant and animal collections (weekly)
- Contributing to the design, development and maintenance of specialist resources (as required)
- Checking stock, ordering, keeping stock records, maintaining resources (as required)

D Routine maintenance of the science laboratory and equipment

- Under guidance from the Head of Department, to ensure routine and non-routine checking, calibration, testing and repairing of equipment carried out to a required standard (termly)
- General cleaning of laboratory bench surfaces and fixed equipment (as required)

E Maintaining the stocks of science chemicals and equipment

- To support the head of department in ensuring the availability of suitable materials and equipment (as required)
- Sourcing, costing and suggesting economic alternatives to maintain stock levels (as required)
- Checking stock, ordering, keeping stock records and maintaining resources (as required)
- Keeping financial records (as required)

Relevant experience required? Yes No

Specific qualifications required? Yes No

Additional skills required?

Yes No

Please list requirements

CPD?

Yes No

Induction programme?

Yes No

Pension scheme?

Yes No

Start date of employment

01/09/2018

Closing date for applications

07/07/2018