

School name

For full details

Location

City

Job title

Salary

Permanent or temporary?

Full / Part time / Term time only?

Job description

Purpose of the Job
 1. To work with the science team in meeting the schools objectives through the preparation of materials and equipment for science lessons; maintaining science laboratories and preparation rooms and their equipment, and services in good order.

Professional Standards

- Support the ethos of the school by upholding all relevant policies e.g. safeguarding
- Act as a good role model in terms of professional appearance, conduct, punctuality and attendance
- Take responsibility for professional development and progression, making full use of opportunities and training provided by the school
- Attend relevant team and staff meetings as appropriate, contributing actively whenever possible
- Conform to Health and Safety requirements in respect of Health & Safety at Work Act and other relevant legislation at all times. Adhere to safe working practices, Health & Safety policies and other procedures. Report all accidents and incidents in accordance with procedures.

Knowledge and understanding

- Share responsibility for ensuring that their own knowledge and understanding is relevant/up to date.
- Take opportunities to acquire the appropriate skills/qualifications/experience required for the role.
- Implementation and dissemination of all appropriate H & S legislation and guidance with respect to science education, including C.O.S.H.H.

Working with Others

- Organise/Lead the work of others including taking a role in performance management.
- Developing new systems in the laboratories and prep rooms to improve the technical support service
- Liaising with teaching staff to develop new practical ideas and advise on schemes of work and help organise lessons if the teacher(s) are absent.

Main Responsibilities

- To ensure that statutory safety regulations and safe practice is complied with, relating to teacher/technician skills qualifications, and student involvement in the classrooms and workshops.
- Inter-Discipline training for Technicians (Biology, Physics and Chemistry)
- Daily and weekly laboratory servicing, termly inspections and annual clean including safe recovery of residues, and safe disposal in accordance with legislation
- Practical preparation, including materials, equipment, stock ,standard solutions and specimens
- Setting up, testing and demonstrating practical equipment to ensure that Students gain the most from the scientific experience
- Care of animals specimens for observational and experimental purposes
- Carrying out in-house repairs, calibration and maintenance
- Manage capitation and orders placed, liaise with suppliers to obtain the highest quality for the best price and maintaining a thorough stock control and order system; maintain records including inventory management and ensuring an up to date chemical database hazard data and legal records exists

Accountability

- Daily contact with AHT Science

Please Note:
 This job description is not necessarily a comprehensive definition of the post.

Relevant experience required? Yes No

Specific qualifications required? Yes No

Additional skills required? Yes No

If yes please specify

Please list requirements

CPD? Yes No

Induction programme? Yes No

Pension scheme? Yes No

Start date of employment

Easter 2018

Closing date for applications

16/3/18