Science Technician Job Description

Start Date: 3rd September 2018
Contract Type: Permanent
Salary: London Borough of Newham Scale 3 Point 14
Hours: 36 hours per week Term Time + 3 Weeks
Line Manager: Senior Science Technician& Curriculum Leader for Science

Purpose of Job: To work as a member of a team providing technical service to the Science Department with particular responsibility for setting up and supporting practical demonstrations for classes.
Through the provision of this learning support service promoting equal opportunities for students and staff.

Duties and Responsibilities:

- Preparing apparatus, materials, solutions and setting up/checking equipment and apparatus for use in practical classes as well as setting up demonstration ready to be used for class teachers. This may include laptops or any ICT resources used in class teaching.
- Retrieving and clearing away apparatus etc.
- Basic construction and modification of apparatus.
- General maintenance (including cleaning) of apparatus and equipment.
- Basic maintenance of general laboratory services and facilities.
- Reporting faults to senior technician and Curriculum Leader.
- Disposal of laboratory waste material as directed, in accordance with COHSS established guidelines.
- Participation in the maintenance of satisfactory standards of safety and security in relation to the technician service to the Science Department, in accordance with the School policies.
- Other appropriate duties as requested by the Curriculum Leader for Science or Leadership Team. This may involve work in any area of the department and on any site of the school.

Generic

1. Undertaking the necessary training required in order to keep up to date with developments as identified through Appraisal.
2. Undertake training as a First Aider.
3. Ensuring compliance with the school's Health and Safety Policy, personally contributing to an environment that welcomes diversity and respects individuals.
4. Performing other such duties of a similar nature as from time to time may be required. Fundamentally to fulfilling the responsibilities of this post is the ability to respond flexibly, positively and successfully to the school's ongoing needs.