



## SCIENCE TECHNICIAN

### Job Description

<b>Job Title</b>	Science Technician
<b>Grade</b>	Scale 3
<b>Reports to</b>	Senior Science Technician/Head of Science/Headteacher
<b>Responsible for</b>	N/A
<b>Liaison with</b>	Senior science technician, teaching staff, Headteacher, caretaking staff, pupils.
<b>Job Purpose</b>	To provide full technician support to teaching staff, particularly in the preparation and cleaning/clearing of lesson materials.
<b>Principal Accountabilities</b>	<p>To ensure the efficient preparation and organisation of equipment for lessons as required.</p> <p>To clean equipment and laboratories after each lesson and any chemical spillage when they occur.</p>
<b>Duties</b>	<p>To ensure safe storage and use of laboratory equipment.</p> <p>To support teaching staff and pupils during lessons and also to assist supply teachers in the setting up of equipment.</p> <p>To assist class teachers with practical experiments and demonstrations.</p> <p>To assist in preparing lesson materials in other departments from time to time.</p> <p>To liaise with other departments/schools re use of additional/specialist equipment.</p> <p>To refer stock requirements to the Senior Science Technician.</p> <p>To undertake routine photocopying as required.</p> <p>To liaise with caretaking staff regarding any gas/fume problems that may occur.</p> <p>To ensure the application of Health and Safety procedures and to raise awareness of H&amp;S issues specifically in relation to laboratories.</p> <p>To repair equipment as necessary.</p> <p>To assist in ensuring the safe conduct of pupils in the department.</p>
<b>General</b>	<p>To undertake any training commensurate with the post.</p> <p>To participate in the performance and development review process, taking personal responsibility for identification of learning, development and training opportunities in discussion with line manager.</p> <p>To comply with individual responsibilities, in accordance with the role, for health &amp; safety in the workplace</p> <p>Ensure that all duties and services provided are in accordance with the School's Equal Opportunities Policy</p> <p>The Governing Body is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share in this commitment.</p> <p>The duties above are neither exclusive nor exhaustive and the postholder may be required by the Headteacher to carry out appropriate duties within the context of the job, skills and grade.</p>