

SCIENCE TECHNICIAN

JOB DESCRIPTION

Salary Scale:	L2
Hours:	25 hours per week, term time only
Line Manager:	Subject Leader/Senior Science Technician

We are seeking to appoint a person who is able to offer technical and general support to the Subject Leader for the Science department.

A commitment to training in areas where the appointee is either unskilled or inexperienced will be essential.

The following provides a summary of the sort of work involved.

1. Provide and prepare all equipment, chemicals and specimens for practical sessions and examinations including constructing, setting up and dismantling equipment as required by the Senior Technician.
2. Maintenance of equipment and resources. Training will be available.
3. Under the direction of the senior technician carry out minor repairs to equipment.
4. Contribute to the maintenance of the laboratories and equipment in a clean, safe and tidy conditions at all items and assist with the racking, storage and control of stock in accordance with health and safety guidance and school policies.
5. Provide care for the plants and livestock kept within the science department.
6. Make up and ensure that standard solutions and other agents are maintained in the laboratory.
7. Stock control including preparing and maintaining stock list/books and stock-taking.
8. Issuing and receiving books and equipment to staff and pupils.
9. Classroom display.
10. Advising on Health and Safety issues as they arise.
11. General departmental duties of a similar level as requested by the Subject Leader or Headteacher.

DIMENSIONS:

Supervisory Management: N/A

Financial Resources: N/A

Physical Resources: None

Other: All support staff are part of a whole school team. They are required to support the values and ethos of the school and school priorities as defined in the School Development Plan. This will mean focusing on the needs of colleagues, parents and pupils and being flexible in a busy pressurised environment.

Physical Effort: Requirement to move appropriate resources.

Because of the nature of this job, it will be necessary for the appropriate level of criminal record disclosure to be undertaken. Therefore, it is essential in making your application you disclose whether you have any pending charges, convictions, bind-overs or cautions and, if so, for which offences. This post will be exempt from the provisions of Section 4 (2) of the Rehabilitation of Offenders 1974 (Exemptions) (Amendments) Order 1986. Therefore, applicants are not entitled to withhold information about convictions which for other purposes are 'spent' under the provision of the Act, and, in the event of the employment being taken up, any failure to disclose such convictions will result in dismissal or disciplinary action by the Authority. The fact that a pending charge, conviction, bind-over or caution has been recorded against you will not necessarily debar you from consideration for this appointment.



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PERSON SPECIFICATION

This acts as selection criteria and gives an outline of the types of person and the characteristics required to do the job.

Essential (E) :- without which candidate would be rejected

Desirable (D):- useful for choosing between two good candidates.

Please make sure, when completing your application form, you give clear examples of how you meet the essential and desirable criteria.				
Attributes	Essential	How Measured	Desirable	How Measured
Experience			Some experience of working in a laboratory	1,2
Skills/Abilities	Literacy skills – able to read and understand science based instructions and maintain records Numeracy skills – to be able to take accurate measurements and weights Able to plan and organise own work to meet tight deadlines Able to maintain high standards of accuracy in all tasks Able to work within strict Health & Safety guidelines. Demonstrable ICT skills. Able to converse with ease with members of the public and provide effective help or advice in accurate and fluent spoken English	1,2 1,2 1,2 1,2 1,2 1,2 1,2		
Equality Issues	Able to identify and act upon common forms of discrimination	1,2		
Specialist Knowledge	Some basic knowledge of science as taught in the classroom.	1,2	Some knowledge of technical aspects of the science curriculum at KS3 and KS4 Some knowledge of health and safety as it applies in the storage and use of chemicals. COSHH trained.	1,2 1,2 1,2
Education and Training	Willingness to undertake further work related training	1,2		



Other Requirements	Able to spend much of the working day standing and making use of equipment and other materials	1,2		
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(1 = Application Form 2 = Interview 3 = Test 4 = Proof of Qualification 5 = Practical Exercise)

We will consider any reasonable adjustments under the terms of the Disability Discrimination Act (1995), to enable an applicant with a disability (as defined under the Act) to meet the requirements of the post.

The Job-holder will ensure that Luton Borough Council's policies are reflected in all aspects of his/her work, in particular those relating to;

- (i) Equality Act (2010)
- (ii) Health and Safety (1974)
- (iii) Data Protection Act (2018)

In addition to candidates' ability to perform the duties of the post, the interview will also explore issues relating to safeguarding and promoting the welfare of children including:

- Motivation to work with children and young people;
- Ability to form and maintain appropriate relationships and personal boundaries with children and young people;
- Emotional resilience in working with challenging behaviours; and, attitudes to use of authority and maintaining discipline.

'The School is committed to safeguarding and promoting the welfare of children and expects all staff to share this commitment. Applicants must be willing to undergo child protection screening appropriate to the post, including checks with past employers and the Criminal Records

