



JOB DESCRIPTION: SCIENCE TECHNICIAN

Role Title	- Science Technician
Main Purpose	- To assist with the maintenance and preparation of equipment and materials in the Science Faculty to ensure a safe and secure environment and effective use of resources
Responsible to	- Senior Science Technician
Responsible for	- Colleagues within the Science Department
Key Areas	Routine Tasks
1. Resource management.	<ul style="list-style-type: none">• assisting in practical classes• carrying out demonstrations• preparing resources• assembling apparatus• giving technical advice to teachers, technicians and students• carrying out risk assessments for technician activities• support the senior technician with stock control by compiling orders, liaising or negotiating with suppliers and maintaining appropriate records• provide admin support if required and any other duties as delegated by the Senior Technician and Head of Science
2. Health and Safety	<ul style="list-style-type: none">• actively contributing to assessment, monitoring and review of both health & safety procedures and information resources• keeping up to date with current procedures and practices through continuing professional development• the provision of technical advice on health & safety issues to teachers• the safe treatment and disposal of used materials, including hazardous substances and responding to actual or potential hazards• the healthy & safe storage and accessibility of equipment and materials• under the guidance of the senior technician, to ensure that both routine and non-routine checking, cleaning, maintenance, calibration, testing and repairing of equipment are carried out to the required standards

The Academy is committed to safeguarding and promoting the welfare of students. All staff and volunteers must abide by the Academy's Safeguarding policies and recognise that safeguarding is everyone's responsibility

The specific responsibilities outlined are indicative, not a comprehensive description of all aspects of the role. As requirements evolve over time, job descriptions are subject to review.

December 2025

