



SANDHURST SCHOOL

JOB DESCRIPTION

Job Title: Science Technician	Hours: 30 hours per week term time only Grade: BG-J3 Salary: £17811.00 per annum including Fringe Allowance
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JOB PURPOSE

We are seeking to appoint a Science Technician to support our busy science department.

DESIGNATION OF POST AND POSITION WITHIN SCHOOL STRUCTURE

The role of the Science Technician is line managed by the Senior Science Technician

MAIN DUTIES AND RESPONSIBILITIES

SCIENCE TECHNICIAN

- General preparation of a wide variety of apparatus and other resources to be used in science lessons, including chemical, biological and electrical resources
 - Washing-up and tidying away of equipment
 - Printing, duplication and filing of printed and electronic lesson resources, including exam scripts
 - Carry out laboratory equipment checks and minor repairs
 - Keep the preparation and storage areas (and classrooms) clean, tidy and well-organised
 - Communicate with teachers and other technicians about the availability of stocks and resources
 - Responsibility for personal safety and the safety of others
 - Purchase of consumable items from local shops (using school money, with notice and as required)
 - Data entry
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- Ensure the safety and well-being of all students and colleagues
 - Any further reasonable duties as specified by the Headteacher

SCOPE OF JOB (Budgetary/Resource Control, Impact)

- The post holder is responsible for ensuring that the school child protection policy is adhered to and concerns are raised in accordance with the policy.