



Position: Science Technician

Welcome to Waingels

Job Description – Science Technician

Salary Scale:	Grade 3 to Grade 4 (depending on experience)
Actual Salary:	£20,509.06 to £20,834.54 per annum (Grade 3) £21,166.43 to £22,560.53 per annum (Grade 4)
Location:	Waingels School, Waingels Road, Woodley, RG5 4RF
Contract Type:	Permanent
Working pattern:	Part time (35 hours per week)
Reporting to:	Senior Science Technician
Start date:	September 2026

About Waingels

Our school is an inclusive, caring, and high achieving school community, dedicated to unlocking students full potential. We are a values-led school, ensuring every student and staff member feels recognised, challenged, and supported on their journey.

Purpose

The role of the Science Technician is to ensure the areas of work listed in this job description are carried out to support the Science Faculty with the provision of excellent practical resources to enable the delivery of the Science Curriculum, to ensure the success of our students in their studies at all levels.

Accountabilities

- Be committed to the safeguarding and welfare of children and young people and taking personal responsibility to ensure that training is up to date
- Be a role model for students and other colleagues, demonstrating the school values in every aspect of the role.
- Read and follow all guidelines regarding Health and Safety within the Prep Room and laboratories as published by CLEAPSS/HSE.
- Familiarise oneself and follow procedures as set out in the department handbook and school policies.
- Be familiar with fire and emergency procedures and the role of the technician within this.
- Prepare, set up apparatus, materials and reagents for practical work and liaise with teaching staff at the earliest opportunity in the event of any difficulty.
- Play an active role in developing practical, innovative and inspiring practical Science. A willingness to play an active part in departmental activities such as Open Evenings and visits. Involvement with other schools and external stakeholders to develop good working relationships with them.

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Accountabilities

- Set up demonstration equipment as requested by teachers.
- Ensure all glassware and equipment is clean and in good order and ready for use, servicing where necessary and organising external servicing when appropriate.
- Issue requests to maintenance for any work that needs carrying out within the department.
- Check laboratories to ensure that standard laboratory equipment is both present and in good order.
- Maintain and amend equipment list and chemical stock lists as required.
- Maintain an appropriate level of apparatus, reagents and consumables and notify colleagues when replacements are required.
- Collect and care for insect and plant materials as necessary.
- Ensure that prep rooms and stores are clean and tidy and equipment and chemicals are organ-ised and stored safely
- Organise through reprographics any departmental copying, filing of worksheets and exam pa-pers.
- Attend relevant study days and courses as appropriate and continue professional development during the course of the year.
- Share technical expertise with other technicians, teachers and students.

This Job Description is written with the purpose of ascertaining the main duties of the position but is not necessarily exhaustive as the postholder may be required to undertake other duties as directed within the range of duties reasonably expected of a member of support staff.

Additionally, this position commences with a probationary period of 6 months from your start date of employment. During this time, your performance, conduct and suitability for the role will be assessed. We reserve the right to extend this period if performance does not meet the required standards.

Welcome to Waingels

The knowledge, skills, experience and aptitudes necessary for this post include:

Science Technician Personal Specification		
Qualities and Attributes		
Qualifications	Essential	Desirable
Good general standard of education i.e. 5+ A-C GCSEs or equivalent	✓	
Level 2 qualification in English and maths	✓	
Science qualifications at GCSE grade 5 or equivalent		✓
Experience		
Experience of working in a laboratory setting		✓
Experience of working in an educational setting		✓
Knowledge / Skills		
The ability to work flexibly in order to meet tight deadlines.	✓	
Good IT skills (Excel, Word etc)		✓
The ability to demonstrate a logical & pragmatic approach to problem solving.		✓
Ability to maintain equipment & stores system		✓
Awareness of Health and Safety issues		✓
Ability to handle equipment and chemicals safely depending on experience and training		✓
General/ Personal Attributes		
Good attendance and punctuality record	✓	
Professional dress	✓	
A commitment to safeguarding & promoting the welfare of children and young people	✓	
A Commitment to the school's ethos, aims and its whole community.	✓	
A willingness to undertake additional training, keep up-to-date with developments and changes in good practice	✓	
Awareness and adherence to relevant health & safety regulations and a commitment to equality of opportunity	✓	
DBS Checked	✓	

Making Your Application

All of our vacancies are advertised on My New Term and we can only accept applications that are submitted via this platform.

Before submitting an application, we would encourage you to:

- Review this recruitment pack in detail to ensure you are the right person for the job and the job is right for you
- Visit our website to learn more about our school community, ethos and values
- Review our staff welcome brochure that you will find alongside this application pack to learn more about what it's like to work at Waingels

Should you have any questions regarding the role or the recruitment process, please don't hesitate to contact us via:

Contact name: Mollie Williams (HR Administrator)

Email: hrandrecruitment@waingels.wokingham.sch.uk

Phone: 0118 969 0336

Post: Mollie Williams, Waingels, Waingels Road, Woodley, Berkshire, RG5 4RF

We will review applications as they are submitted, so you are encouraged to apply as soon as possible.

The school is committed to safeguarding, equal opportunities and to promoting the welfare of all staff and students

