

**PERSON SPECIFICATION**

**Science Technician**

<b>QUALIFICATIONS / ABILITIES / SKILLS</b>	<b>ESSENTIAL</b>	<b>DESIRABLE</b>
Educated to minimum GCSE Maths and English A*-C / 9-5 or equivalent qualification	•	
Experience of working in a school science department		•
First Aid trained (training will be given)	•	
Good working knowledge and use of specialist ICT packages, including Microsoft Word, Excel, Office 365, Email	•	
Willing to undertake relevant training e.g. COSHH/CLEAPS	•	
Knowledge of Health and Safety legislation as it relates to the work of a school.		•
Excellent written and oral communication skills	•	
Good knowledge and understanding of school, its organisation, activities and policies		•
Experience of working in a school in a similar role		•
Ability to work effectively within a team and largely on own initiative	•	
Ability to maintain confidentiality at all times	•	
Good organisational skills	•	
Ability to plan, priorities and organise own work schedule	•	
Ability to meet deadlines	•	
Ability to remain calm, composed, and flexible within a busy and demanding environment	•	
Knowledge and understanding of GDPR	•	
Flexible approach to duties	•	
Support the Catholic ethos of the school	•	
Willing to undertake appropriate training to meet the needs of the role	•	
Have a strong commitment to safeguarding and welfare of students	•	

***St Bede's Catholic Middle School is committed to the safeguarding and wellbeing of students***