Science Technician Job Description

JOB PURPOSE

To undertake duties in support of the work of the teaching staff in the Science department.

MAIN DUTIES AND RESPONSIBILITIES

- The preparation of materials and equipment for science lessons.
- Maintaining science laboratories and preparation rooms and their equipment, and services in good order.
- General duties in support of the teachers in the Science department.
- The precise duties to be determined by the Senior Science Technician and Head of Science consistent with the main areas of responsibility set out above. Some examples of the kind of duties which may be required are set out below:

  - Preparation of science materials and equipment. For example:
     carry out risk assessments for technical activities
  - Disposing of waste materials
  - Collecting apparatus and chemicals from storage
  - Preparing necessary solutions
  - Checking individual components in and out for class use
  - Arranging for apparatus including worksheets, books and audio-visual aids to be available, in rooms, for lessons
  - Preparing experiments, setting up apparatus and equipment for demonstrations and practical lessons as requested by teaching staff
  - Preparation of chemicals and solutions
  - Liaising with staff over use of equipment and stock
  - Returning apparatus, etc. and chemicals to storage as soon as practicable
  - Constructing apparatus and equipment

- Routine maintenance of science laboratories and preparation rooms, their equipment and services**:**

  - Maintaining laboratory clean and tidy in conjunction with the teacher in charge of the room
  - Cleaning the sinks, chemicals on bench tops, spillages of chemicals on floor
  - Storing materials tidily

Respect - Motivate - Support

- Keeping equipment clean

OTHER DUTIES AND RESPONSIBILITIES
- Commitment to the support of young people
- Willingness to undertake appropriate professional development
- Any other such duty as deemed appropriate by the line manager or Head of Science