



Job Description – Science Technician

Post Grade: H4
Contract Term: Term time, plus two weeks
Hours of work: 33 hours per week. Flexibility may be required at busy times of the year

About the role:

- Presdales School employs three Science Technicians. Each Technician is employed to work with one specific branch of the three Sciences; Biology, Chemistry or Physics at KS4 and KS5 (Years 9 - 13) as well as subject specific topics at KS3 (Years 7 and 8).
- Each Technician is also responsible for supporting the other Technicians as required.

Main purpose of job:

- To provide technical and administrative support to teaching staff and to ensure the safe and proper use and maintenance of resources and equipment within the department.

Main areas of responsibility:

- Carrying out risk assessments for new practicals and activities
- Preparing necessary solutions and equipment for practical experiments
- Ensuring apparatus for practicals is available as ordered and helping to prepare demonstrations before lessons
- Maintaining, repairing and taking inventory of apparatus and chemicals
- Ordering of new stock to ensure department has sufficient equipment
- Liaising with teaching staff over equipment and safety issues
- Running trials of new experiments and demonstrations
- Supporting the overall work of the Science Department in an administrative role as required. This could include data input and photocopying
- If time permits, supporting staff with practical work in class and in Science clubs

Skills and Experience:

- Experience within a school setting and practical Science experience at A level standard in any Science
- Excellent organisational skills with the ability to work to tight deadlines
- Good communication skills
- Ability to work well within a team
- Competent IT skills

Whilst this job description is current, and every effort has been made to explain the main duties and responsibilities of the post, each individual task may not have been identified. Employees will be expected to comply, following consultation, with any reasonable request from the Head of Department to carry out tasks and duties that are of a similar level, but not specified in the job description.