**Science Technician (Relief)**

**Part-time sessional**

**We are seeking an enthusiastic and adaptable individual to provide technical assistance and general support within our Natural Sciences department.**

As a relief technician you will be employed on a sessional basis to provide cover for staff absence or to provide additional support during peak periods of work. Initially there is a 4 week period of staff cover required for the beginning of the Autumn term (September 2017).

The technical support will be primarily for the Natural Sciences Department, which offers:

 Chemistry A level

 Biology A level

 Biology GCSE

BTEC Science.

The Natural Sciences department has 5 teaching staff and 2 technicians.

Technical support work may be available from time to time in other departments (e.g. Geology). In addition, you may wish to be considered for other relief or casual work, such as cover supervision (i.e. supervising classes in the absence of teaching staff), learning support or exam invigilation. Further details of these can be discussed at interview.

You must have relevant laboratory experience either through your studies or in a work environment. A good understanding of safe working practices in a laboratory environment is also essential.

You will work closely with the teachers and other technicians in the area and will help support students in their studies, so you will need good communication and interpersonal skills. A pro-active and flexible approach is essential along with the ability to organise your workload to best meet the needs of the service.

For further information please see separate documents: Job Description, Person Specification.

**Additional Information**

**Rate of Pay**

The successful candidate will be appointed to point 15 of the College’s support staff pay spine which is paid at £9.24 per hour (including payment for pro-rata holiday entitlement).

**Main Terms & Conditions**

Initially, there is a temporary contract available for up to 25 hours per week from 4 September to 30 September 2017. Working times will be agreed with the successful candidate, but will be for 4 or 5 days per week, during the normal college day (9 am to 4 pm).

Once the temporary contract comes to an end then employment will be on a casual basis, which means that there is no obligation on the College to offer you work and no obligation on you to accept work. Working times will vary and may be for an occasional day or for longer periods dependent on the requirements at that time.

You are eligible to be a member of the Local Government Pension Scheme. Payment is claimed by timesheet and is made by credit transfer in arrears on last business bank day of the month.

The information above is provided as an overview, for information only. Full details of actual terms and conditions will be supplied with the letter of appointment.

**Safeguarding**

The College is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. To meet our safeguarding obligations:

* Applicants are required to submit a completed Declaration Form with their application
* Referees are asked if they are aware of any child protection allegations or issues
* All appointments are subject to verification of qualifications, medical clearance, satisfactory DBS Disclosure (Enhanced) and satisfactory written references.
* Applicants who have worked abroad or lived abroad may also be required to provide a Certificate of Good Conduct for the Country they have resided in.

**Application Procedure**

Please complete and return the application online via TES jobs (<https://www.tes.com/jobs/>). If you are unable to access the online application or would prefer to fill out the application form by hand, please telephone 01723 365032, and an application pack will be sent to you.

**Closing Date: 10am, Monday 14 August 2017**

Interviews are provisionally scheduled for Friday 18August 2017.

Please ensure you use the Supporting Information Section of the Application Form to explain how your skills, experience and attributes make you suitable for the post. Please do not include a C.V.

If you have not heard within one month of the closing date, then please assume that you have not been successful on this occasion. For any queries, please contact Beth Jones on 01723 380726.