

HASMONEAN HIGH SCHOOL

JOB DESCRIPTION

School:	Hasmonean High School
Faculty:	Science
Job Title:	Science Technician
Responsible to:	Senior Science Technician Director of Science
Duties: quality departmental relating to health especially	The role of the technical staff is to support teachers in the provision of a high quality education for all pupils, assisting them in the attainment of school and departmental aims. Technicians should be aware of school policies, especially those relating to health and safety, pupils and staffing. They should have an understanding of legal requirements relating to the use of scientific equipment and materials; especially those which represent a potential risk to students and staff.
Allowance attached to the post:	NJC Scale
Post Holder	Vacancy

Main Activities

- 1.1 To ensure the efficient preparation and organisation of equipment and resources for lessons as required.
- 1.2 To clean equipment and laboratories after each lesson and any chemical spillages when they occur.
- 1.3. To ensure safe storage and use of laboratory equipment.
- 1.4 To support teaching staff and pupils during lessons and also to assist supply teachers in the setting up of equipment.
- 1.5. To assist in preparing lesson materials in other departments as required.
- 1.6 To refer stock requirements to the Senior Science Technician
- 1.7 Undertake routine photocopying of worksheets when required.
- 1.8 To report to the Senior Science Technician any potential health and safety hazard e.g. gas or fume problems that may occur.
- 1.9 To assist in ensuring the safe conduct of pupils in the department.
- 1.10 To safely dispose of waste chemicals and biological materials.
- 1.11 To carry out basic safety checks.
- 1.12 To repair, maintain and if required construct or arrange the construction of equipment as required.
- 1.13 To check materials before and after lessons.
- 1.14 To advise Senior Science Technician about problems with apparatus.
- 1.15 To ensure standard risk assessments are issued with equipment.
- 1.17 To undertake such other duties as may be reasonably required, having regard to the purpose and grade of the post.
- 1.18 To undertake any other reasonable task as designated by the Director of Science

NOTES

The above responsibilities are subject to the general duties and responsibilities contained in the statement of Conditions of Employment.

This job description allocates duties and responsibilities but does not direct the particular amount of time to be spent on carrying them out and no part of it may be so construed.

This job description is not necessarily a comprehensive definition of the post, and it may be subject to modification or amendment at any time after consultation with the holder of the post.

The duties may be varied to meet the changing demands of the school at the reasonable discretion of the Headteacher.
