**Job Title:** Science Technician

**Grade:** B1

**Reporting to:** Director of Science

**Job Purpose:**

#### To work closely with the Director of Science; the purpose of this role is to ensure the smooth operation of all aspects of our Science laboratories.

**Responsibilities:**

* Collect, assemble, prepare, issue, clear away, clean, maintain and store apparatus and other items required for practical science classes or demonstrations.
* Ensure relevant Health and Safety instructions are followed and relevant Risk Assessments are adhered to.
* Clear bench tops and fittings, eg drawers, cupboards, fume cupboards in laboratories and ancillary room.
* Prepare stock solutions and replenish re-agent bottles.
* Maintain and supervise aquaria, vivaria, animal and plant experiments.
* Unpack, check and store deliveries of apparatus, chemicals and specimens, updating the Inventory where necessary.
* Maintain stock of necessary materials and any stock records required.
* Annually check and take stock of equipment and materials, updating the Inventory where necessary.
* Construct models and apparatus for use in the science area.
* Carry out first-line maintenance repairs to damaged apparatus.
* Safe disposal of chemical and biological waste.
* Undertake, in any department of the school, any science work appropriate to the grading and skills of the technician.
* As a responsible adult in a potentially dangerous environment, report all cases of unacceptable conduct to the teacher in charge. Where there is a risk to the safety of students, all reasonable steps should be taken to remove the risk.
* Comply with all academy policies and procedures including safeguarding, child protection, health, safety and security, reporting all concerns to the designated colleagues.
* Carrying out other jobs as required by the Principal.

**Key Skills:**

* Friendly and well organised team-player.
* Works on own initiative.
* Uses good interpersonal skills to work effectively with staff, students and other outside agencies.
* Works to deadlines and encourages others to do so.
* Able to prioritise workloads.

*The Morley Academy is committed to safeguarding and promoting the wellbeing of all children and we expect our staff and volunteers to share this commitment. The successful candidate will be subject to a Disclosure Barring Service Check. We promote diversity and aim to establish a workforce which reflects the population of Leeds.*