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| **Post Title:** | **Senior Science Technician (Physics Specialist)** |
| **Salary / Grade:** | **Grade 5 (Pts 22-25)** |
| **Responsible for:** | **Technical Support in Science** |
| **Responsible to:** | **Head of Science** |
| **Weeks:** | **39 Weeks Per Year (Term Time Only)** |
|  **Job Purpose** To provide a wide range of skilled, technical support to teaching staff and pupils with the support and co- ordination of the Lead Science Technician and Head of Science. |
|   **Responsibilities**

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| * To undertake aspects of lesson preparation related to practical work alongside or on behalf of teaching staff, across the science curriculum, under the general guidance of more senior staff where appropriate, including the assembly, checking, testing, construction, modification, setting-up/laying out, operation, retrieval, repairing, clearing away of equipment, apparatus and materials appropriate to the lesson being taught
* Setting up and/or carrying out demonstrations where required for Physics at KS3, KS4 and KS5.
* Assisting the Biology and Chemistry technicians when required
* To be responsible for ensuring risk assessments are carried out for technician activities
* To be responsible for ensuring that cover work set by teaching staff is placed in rooms with resources and then collected and given to staff on their return
* To support teaching staff in the planning, preparation and testing of new resources and facilities, including the best use of available accommodation and storage facilities
* To design and construct particular pieces of apparatus, as required, as well as appropriate displays or models required for teaching purposes
* To assist pupils, as necessary, through the provision of sound technical advice during science lessons, including advice on the health and safety aspects of the work being undertaken, together with demonstrating the use of appropriate equipment or apparatus where this does not interfere with other primary duties
* To support teaching staff by preparing and setting up computer software, data logging equipment and similar resources where appropriately trained to do so.

**To ensure and promote the maintenance of a safe working environment through:*** actively contributing to the assessment, monitoring and review of both health & safety procedures and information resources;
* keeping up to date with current best procedures and practices through continuing professional development
* the provision of technical advice and support on health & safety issues to teaching and technical staff;
* the safe treatment & disposal of used materials including hazardous substances and identifying actual or potential hazards
* the safe storage and accessibility of equipment and materials including checking fume cupboards, pressure vessels and first-aid kits; carrying out electrical & other safety checks
* Checking, cleaning, maintenance, calibration, testing and repairing of equipment to the required standard
* To support the Lead Technician in ensuring the availability of suitable materials and equipment, helping to compile orders and liaising or negotiating with suppliers and finance departments
* Checking of items delivered by suppliers and the identification of discrepancies in such deliveries against orders placed
* To maintain appropriate stock levels in all science areas, including preparation rooms and laboratories/classrooms
* To assist with the organisation and storage of equipment, materials and apparatus, as required.
* To participate in the performance and development review process, taking personal responsibility for identification of learning, development and training opportunities in discussion with line manager.
* To comply with individual responsibilities, in accordance with the role, for health & safety in the workplace
* Ensure that all duties and services provided are in accordance with the School's Equal Opportunities Policy and e Safety policy
* The duties above are neither exclusive nor exhaustive and the post holder may be required by the Principal to carry out appropriate duties within the context of the job, skills and grade
* Supporting the ethos, aims and core values of the school

**Person Specification** **Essential*** Good communication skills
* Willingness to be trained in relevant skills
* Ability to work on your own and as part of a team
* Good organisational skills
* Working knowledge of basic scientific principles
* Energy, enthusiasm and commitment
* Competency with MS Word and MS Excel
* A Levels, or equivalent in Science
* Understanding of science laboratory safe practices and procedures

 **Desirable*** Experience of working in schools
* Experience as a science technician
* Degree or equivalent in a Physics related field
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Any other reasonable duties as directed by the Principal |