

# Job Description

<b>POST:</b>	Science Technician
<b>LOCATION:</b>	Oasis Academy Leesbrook
<b>WORKING PATTERN:</b>	Full-time, term time only (37 hours per week, 8am-4pm Monday to Friday) inclusive of 5 INSET days
<b>RESPONSIBLE TO:</b>	Curriculum Leader of Science
<b>JOB PURPOSE:</b>	To provide a Technical Support function to the Science Department, including the preparation of resources for practical lessons and maintenance of equipment and to provide assistance and advice to teaching staff as required.
<b>SALARY RANGE:</b>	SCP 1-2 Pro – Rata (FTE £17,893-£18,198)
<b>DISCLOSURE LEVEL:</b>	Enhanced
<b>APPLICATION CLOSING DATE:</b>	Monday 20 <sup>th</sup> September, 2021 at 9.00 a.m.
<b>INTERVIEW DATE:</b>	TBC
<b>START DATE:</b>	ASAP

## SPECIFIC RESPONSIBILITIES:

- To carry out maintenance and basic first line repairs of science equipment, reporting other identified faults to the Curriculum Leader.
- To ensure all relevant equipment and materials are prepared for demonstration purposes
- To deliver equipment and resources to classrooms as requested and set up for staff
- To ensure that classrooms are cleared after lessons and left clean and tidy
- To contribute to a safe working environment in the Science area, including the production of appropriate risk assessments
- To carry out routine safety checks on laboratory equipment and appliances and ensure safe storage of equipment in line with health and safety regulations.
- To ensure that printed resources for use by teaching staff and students are prepared and stored as appropriate
- To support to teaching staff in the preparation and delivery of lessons
- To maintain an accurate inventory of all apparatus and equipment
- To operate the system for stocking, storing and distributing, following departmental systems and procedures and to monitor stocks of chemicals, supplies and equipment
- To liaise with relevant external agencies, as appropriate
- To support the intervention programmes in Science

## Other

- Join the staff and students at family dining, where appropriate.

## **Safeguarding children and young people**

Oasis Community Learning is committed to safeguarding and promoting the welfare of children and young people. We expect all staff to share this commitment and to undergo appropriate checks, including an enhanced DBS check.

### **Other:**

- The post holder will be subject to performance management objectives agreed annually.
- The post holder will carry out additional site-specific duties (subject to negotiation).
- The post holder is expected to carry out such other duties as may reasonably be assigned by the Principal.

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

**The duties of this post may vary from time to time without changing the general character of the post or level of responsibility entailed.**

Oasis Community Learning is committed to safeguarding and promoting the welfare of children and young people. We expect all staff to share this commitment and to undergo appropriate checks, including enhanced DBS checks. Oasis Academies exists to provide a rich and balanced educational environment which caters for the whole person - academically, vocationally, socially, morally, spiritually, physically, emotionally and environmentally. Our task is to serve our learners as well as to provide a learning hub for the entire community. In this way we will raise aspirations, unlock potential and work to achieve excellence through encouraging a 'can do' culture which nurtures confident and competent people.

### Oasis Community Learning Ethos

Our ethos is an expression of our character - it is a statement of who we are and therefore the lens through which we assess all we do. Our work is motivated and inspired by the life, message and example of Christ, which shapes and guides every aspect of each of our schools. This is foundational to our belief that all people are created and loved by God as equal and unique beings, and to our commitment to model inclusion and compassion throughout all the aspects of the life and culture of each Academy community.

# Person Specification

## Science Technician

### Our Purpose

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	Essential	Desirable
Qualifications	<ul style="list-style-type: none"><li>• GCSE or equivalent in English, maths and science at C grade or above</li><li>• First Aid at work qualification or willingness to undertake training</li><li>• Evidence of commitment to continued professional development</li></ul>	<ul style="list-style-type: none"><li><input type="checkbox"/> 'A' level or equivalent in science</li><li><input type="checkbox"/></li></ul>

<b>Experience, Skills &amp; Knowledge</b>	<ul style="list-style-type: none"> <li>• Awareness of standard procedures e.g. titrations</li> <li>• Ability to make up standard experiment solutions</li> <li>• Ability to prepare all levels of chemistry, biology and physics practicals following COSHH regulations</li> <li>• Ability to use Microsoft office and other ICT applications confidently</li> <li>• Possess good planning and organisational skills</li> <li>• Ability to work as part of a team and on own initiative, with resilience</li> <li>• Ability to communicate effectively with staff and students</li> <li>• Self-motivated with the ability to multitask</li> <li>• Possess good interpersonal skills</li> <li>• Ability to enthuse and motivate others</li> <li>• Articulate and able to communicate effectively</li> <li>• Excellent written skills</li> <li>• A genuine desire to work with, and on behalf of, young people.</li> <li>• Energy and drive.</li> <li>• Willingness to undergo appropriate checks, including enhanced DBS checks</li> <li>• Willingness to demonstrate commitment to the values and behaviours which flow from the Oasis Community Learning ethos.</li> </ul>	<ul style="list-style-type: none"> <li>• Sound working knowledge of Health and Safety regulations including COSHH</li> <li>• Experience of working in a school environment</li> <li>• Experience of working in a laboratory</li> </ul>
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