



# Application Pack

## Science Technician

## Childwall Sports & Science Academy

<b>Start Date:</b>	<b>01 January 2022</b>
<b>Closing Date:</b>	<b>02 December 2021</b>
<b>Shortlisting:</b>	<b>03 December 2021</b>
<b>Proposed Interview Date:</b>	<b>09 December 2021</b>
<b>Post Scale:</b>	<b>NJC 5/6</b>
<b>Salary:</b>	<b>£19,315 – £19,698</b>
<b>Contract Term</b>	<b>Full Time/Permanent</b>

### HOW TO APPLY

**To submit your application please visit our Careers Portal**

**<https://accesspeople.accesscloud.com/LYDIATELEARNINGTRUSTRecruitment/>**



LYDIATE  
LEARNING  
TRUST

ENGAGE, ENABLE,  
EMPOWER

***“We engage with all within our Trust and beyond to enable them to show the world their particular strengths, their ideas and their passion”***

### **We do this by...**

- 1) Empowering individuals through learning;
- 2) Fostering a “can-do” attitude that leads to continuous improvement;
- 3) Producing confident young adults with high levels of perseverance, proficiency and integrity;
- 4) Encouraging families and our schools to work together to support student learning;
- 5) Providing a happy, safe, supportive environment where students can learn effectively;
- 6) Developing the whole child with a comprehensive offer of wider curriculum;
- 7) Engaging with our students to inspire, contribute and care;
- 8) Developing leadership at all levels for students, staff, governors and our communities;
- 9) Promoting an enterprise culture that creates close working partnerships with business and wider partners;
- 10) Committing to having honest conversations about our strengths and our opportunities for growth.

## **We Offer**

- A competitive salary, which is aligned to national standard terms and conditions
- A Competitive Pension Scheme
- Employee Assistance Programme
- Regular training and development programmes tailored to your very own learning needs.
- Opportunities for career progression within school and across the Trust should you wish.
- An open and collaborative working environment where everyone is valued
- A detailed induction programme

## **Equal Opportunities**

LLT is an equal opportunities employer. The aim of our policy is to ensure that no job applicant or employee receives less favourable treatment on the grounds of sex, sexual orientation, marital status, race, religion, colour, nationality, ethnic or national origins or disability or is disadvantaged by conditions or requirements which cannot be shown to be justifiable.

Recruitment, selection and promotion procedures will be monitored to ensure that individuals are selected, promoted and treated on the basis of their relevant merits and abilities.

To assist us in monitoring the operation of our equal opportunities policy, and for no other reason, please ensure you complete an [equal opportunities monitoring form](#) which can be found on our Careers Homepage.

## **Safeguarding & Enhanced DBS Checks**

The Lydiate Learning Trust is strongly committed to Safeguarding and promoting the welfare of students and expect staff to share this commitment and maintain a vigilant and safe environment. All posts are subject to an enhanced DBS check. All staff will be expected to follow the school's child protection policy, code of conduct for adults and managing allegations against staff procedures.

# Welcome



**CHILDWALL**  
SPORTS &  
SCIENCE ACADEMY

LYDIATE  
LEARNING TRUST

Thank you for your interest in the position of Science Technician. This pack has been designed to help you should you choose to submit an application to us, which we sincerely hope you do. We hope it answers all of your initial questions, but if not, please do not hesitate to contact us and we will endeavour to help you through your application.

Childwall Sports & Science Academy is a vibrant, ambitious and multi-cultural school. Our ambition is to be 'outstanding' in all areas and welcome your application to be part of that journey.

Alongside, and no less important, is our excellent performance. We work hard to ensure that Childwall offers a friendly, welcoming and enriching environment for all, including those who work, visit and study here.

Whilst we are proud of our achievements, we strive to improve year on year whilst maintaining the happy atmosphere for which we are renowned. We match our goals by the whole school community working together as a team.

If you feel you are up to the challenge, keen to do well and would enjoy working at Childwall Sports & Science Academy, then please apply. In return, we can offer the right candidate the chance to be creative and innovative, and offer excellent progression and professional development opportunities. We will support you all the way.

We do hope you are that special person we are looking for and we look forward to hearing from you.

Yours sincerely,

**Ms J E Vincent**  
**Head teacher**  
**Childwall Sports & Science Academy**

**Mrs A Stahler**  
**Chief Executive Officer**  
**Lydiate Learning Trust**

# Job Description

## Science Technician

<b>Purpose</b>	To work under the instruction/guidance of senior staff, providing general support in the Science department, including preparation and maintenance of resources and support to staff and pupils.
<b>Reporting to</b>	Senior Science Technician
<b>Salary</b>	NJC Scale 5/6

<b>Main Duties</b>	<p>Laboratory Technicians, are required to possess the City &amp; Guilds Science Laboratory Technicians Certificate (Part 1 or equivalent) and have appropriate experience, are responsible to the Senior Technician for the following duties:</p> <ul style="list-style-type: none"><li>• Day to day running of laboratories, where Departmental structure and organisation specifies particular laboratory responsibilities.</li><li>• Preparing apparatus, materials and solutions; setting up equipment and apparatus for use in practical classes; setting up and on occasion, carrying out class demonstrations; retrieving and clearing away apparatus, etc.; general laboratory tidiness including cleaning.</li><li>• Construction and modification of apparatus; co-operating with teaching staff in the development of apparatus and equipment for use in practical classes.</li><li>• Maintaining, repairing and arranging through the Senior Technician for the maintenance and repair of apparatus and equipment; keeping maintenance records as directed.</li><li>• Technical advice and assistance to teachers and pupils, assisting in practical classes as requested.</li><li>• Maintenance of general laboratory services and facilities in laboratories; reporting faults to the Senior Technician.</li><li>• Organisation and storage of Biology/Chemistry/Physics equipment, apparatus and materials, including chemicals, in accordance with Departmental policy.</li><li>• Maintaining stock levels in relation to their use by the Biology, Chemistry and Physics Departments; advising the Senior Technician of items and quantities required; checking stock books as required.</li><li>• Specific maintenance e.g. a) battery charging; b) autoclaving; c) instrument sharpening; d) servicing of microscopes.</li><li>• Disposal of waste laboratory materials including chemicals/microbiological waste/animal carcasses, in accordance with established guide-lines.</li><li>• Issue of poisons, under the supervision of Senior Technician</li><li>• Setting up and maintaining the Departments specialist resources, including plant and animal collections, as directed.</li><li>• Participating in selection of equipment and in the development of Science Department facilities.</li><li>• Deputising for the Senior Technician in his/her absence in matters connected with the day to day running of technical service, including supervision of technical staff, subject to the Authority's existing procedures for long term absence.</li><li>• Preparing, setting up and testing apparatus, equipment, solutions and</li></ul>
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	<p>materials or use in practical examinations (other than 'A' Level unless under direct supervision of the Senior Technician).</p> <ul style="list-style-type: none"> <li>• Participating in the maintenance of satisfactory standards of safety and security in relation to the technical service of the Science Department, as directed by the Senior Technician.</li> <li>• Participating in the general technical work of the department as directed by the Senior Technician.</li> <li>• To undertake duties in regard to the setting up, routine maintenance, movement and storage of audio-visual aids equipment within and for the use of the Science Departments.</li> <li>• Implementation of Health and Safety regulations under supervision of the Senior Technician and making of regular safety checks within own work area.</li> <li>• Minor repairs maintenance or improvements within own prep. rooms/labs.</li> <li>• Shopping for perishables for demonstration/practical lessons as required.</li> </ul>
<b>Other Duties</b>	<ul style="list-style-type: none"> <li>• Any other duty deemed commensurate with the pay grade as directed by the Business Development Manager or Principal.</li> </ul>
<b>Training &amp; Development</b>	<ul style="list-style-type: none"> <li>• To have personal responsibility for your own continuing professional development.</li> <li>• To seek support and guidance for your training and development need from your Line Manager.</li> <li>• To participate in annual staff appraisal scheme and undertake development activities to achieve personal targets.</li> </ul>

***The above requirements are specific to the role and complement the current duties for this position. It is current at the date shown, but following consultation with you, may be changed to reflect or anticipate changes in the job that are commensurate with the salary and job title.***

# Person Specification

## Science Technician

Qualifications & Training	
Must be qualified to either City & Guilds in Applied Science or Edexcel BTEC level 3 Diploma in Applied Science.	D
A good general education including at least GCSE (or equivalent) in English and Maths.	E
Experience	
Experience of working in a laboratory	D
Experience of working as a technician within a school or educational setting.	D
Skills/Knowledge/Aptitudes	
Highly developed communication and liaison skills.	E
A high degree of computer literacy, particularly in Microsoft Office packages.	D
Very strong organisational and administrative skills.	E
Interpersonal skills – the ability to build and maintain effective professional relationships.	E
Close attention to detail combined with the ability to work accurately even when under pressure.	E
A responsive and flexible attitude to changing needs and demands.	E
A high level of personal initiative.	E
Confidential References	
Positive recommendation from all referees, including current employer	E