

JOB DESCRIPTION

Post: **Science Technician**

Responsible To: **Lead Science Technician**

Overview

All technicians work closely with teaching staff in the curriculum department (Science) to provide background support in preparation rooms, workshops and laboratories. The majority of work is generated from the teaching staff and it is monitored by the Lead Science Technician. The Science Department provides courses for students of all abilities from ages 11-18.

Responsibilities

- To provide assistance and information as required in the preparation of resources for practical lessons that meets both the health & safety standards and the requirements for all Science curriculum areas (Physics, Chemistry, Biology). This will involve preparation of solutions and materials, assembling apparatus and assisting in practical classes & carrying out demonstrations.
- Ensuring the safe storage, transfer and accessibility of resources as requested for class practical work. This will involve delivery and collection of equipment, materials to rooms, maintaining resources, including routine repairs and organising, storing and checking the condition of chemicals and equipment.
- Occasionally supporting clerical work such as collation of Science student worksheets, compiling equipment lists and orders, photocopying, etc.

Personal Specification

- Ability to work under pressure and to deadlines.
- Accuracy and attention to detail.
- Ability to work as part of a team.
- Good interpersonal and communication skills.
- Confidentiality.
- Flexibility and a clear willingness to learn new skills and enhance knowledge.
- Laboratory experience in an Education environment or in a Public Service laboratory, working with children is desirable.
- Experience of making up dilute solutions of chemicals from concentrated solutions (e.g. acids) is desirable
- A good understanding of laboratory safety procedures and practices and how they relate to children is desirable

This is not an exhaustive list. At times you may be required to carry out additional duties as requested by the Lead Science Technician

March 2019