



Applicant Pack



Science Laboratory Technician



www.pinnaclelearningtrust.org.uk



Welcome from the HR Central Services Team

We are delighted you have expressed interest in a vacancy with The Pinnacle Learning Trust. Should you have any questions over the position or the application form, please contact the Human Resources Department for assistance on 0161 287 8001.

All completed applications must be returned by 12 noon on the closing date on the advert.

We cannot accept information held on CV's and therefore your application and accompanying statement must show all information about yourself and how you meet our requirements, using the job description and person specification will assist you with this. Please provide a day-time contact number on your application form.

You should remember to include information on all your previous employment roles and qualifications gained from secondary school onwards, covering any gaps in employment which are longer than 2 months, detailing what you were doing and how you were supported.

Teaching staff roles only are requested to provide results from the last three academic years within the application process.

In the meantime, may we take this opportunity to thank you for your interest in working with us and we look forward to receiving your completed application.

Best regards,
HR Central Services

*If you require this or any of the documents in an alternate format please contact a member of the Human Resources Department.



Science Curriculum Area

In our curriculum area, we pride ourselves on engaging more and more young people in the stimulating and challenging world of STEM. Defined by our innovative teaching, outstanding support and caring culture we have grown from strength to strength and have become one of the most popular departments in the college.

Science students and their experience is at the heart of everything we do. At OSFC they experience a warm, compassionate and nurturing academic journey with emphasis being placed on an enriching holistic experience as demonstrated by our diverse and extensive range of enrichment opportunities, born out of the passion our staff have for inspiring young people in STEM. The Science department offer Xtra activities such as 'Anatomy club', 'Teen Tech Awards', 'Royal society for Biology and Chemistry Olympiad', 'Sustainability', 'Primary school science ambassadors', 'OSFC science ambassador program', 'Science varsity program' and the 'Aspiring Medics'.

We offer Science students exceptional practical and theoretical experiences within the classroom with 20 highly equipped and resourced laboratories and a large team of expert laboratory technicians who provide specialist technical support for all scientific disciplines including A level Chemistry, Biology, Physics, Electronics and Vocational Applied Science. The Science team consists of 22 highly experienced, committed and dedicated teachers within their respective disciplines, staff are qualified at doctorate level, a large number act as examiners and some as chief examiners. All staff teach across the A level subjects and Vocational Applied Science courses, ensuring the highest quality of provision across all the science disciplines. Our Science staff are wholly committed to promoting excellence within education, enjoying roles alongside their teaching commitments, including, Advanced Skills teachers, PGCE mentors and Early Careers Teacher Mentors. Students studying Science are challenged to think critically, apply scientific rigor to problem solving, experience a huge range of practical activities, draw and evaluate valid scientific conclusions and analyse a vast range of scientific data through processing and presentation.

Our Special Ingredient

We are a successful curriculum area, with a very strong and coherent team of staff who support, challenge and inspire students. We pride ourselves on being an inclusive department, allowing students who would not ordinarily have the opportunity to experience all that Science has to offer. We are an inspiring Science department all committed to raising the aspirations of young people and to care for, nurture and support each other in this endeavour. The collective passion for Science has given rise to leading and working within national learning partnerships with other colleges and schools. Our team runs and leads the North West Specialist Physics Network, STEM learning partnership, the Enthuse partnership, a national laboratory technician network and a newly forged partnership with The Blair Project and the STEM truck initiative. All these are indicative of the teams' expertise, dedication and skills. We look forward to working with like-minded individuals with an exceptional level of commitment, ready to support and challenge.



Job Description & Person Specification

Laboratory Technician Assistant

Main Purpose of the post:

To provide technical and general support in the maintenance, and delivery of the College's Science resources and equipment.

Summary of Main Duties and Responsibilities

- Provide technical support in the maintenance, and delivery of Laboratory support materials and resources.
- Be responsible for the preparation of support materials and resources on a day-to-day basis in line with Health & Safety regulations.
- Make and assemble prototypes of equipment or to try new processes from basic instructions and be required to list these to establish correct and safe functioning with direct supervision.
- Assist in the setting up and operation of equipment required to support teaching.
- Assist in the organisation of exhibitions and displays of work around the College and to assist in the preparation for, and running of, College events including Open Days/Evenings, Workshops etc, if appropriate.
- Undertake stock checks on equipment and consumables.
- To assist in maintaining effective documentation systems including operating procedures, manuals, records of problems encountered and action taken, inventories etc in relation to service and resources.
- To assist in the provision of an effective portorage facility, including the receipts and checking of deliveries and moving of items.
- Contribute to a safe working environment in the science area.

Requirements of All College Staff:

- To promote and uphold the College Mission Statement, values and strategic aims and objectives.
- To comply with the College's policies and procedures, including those relating to health and safety, safeguarding, welfare and security.
- To work positively and inclusively with colleagues, students, parents and other partners regardless of their gender, ethnicity, sexuality, age or disability.
- To attend briefings and staff meetings as required.
- To participate in the College's Performance Management Review scheme and undertake professional development and training as required.
- To be a positive role model and take responsibility for promoting good standards of behaviour and conduct in students.
- To undertake other duties that are in accordance with the purpose and grade of the post as agreed with the Principal or Deputy Principal or designated alternate.

	Essential	Desirable	Method of Assessment
Experience			
Experience of working in Education		✓	Application/Interview
Experience of working as a Laboratory Technician	✓		Application/Interview
Experience of using databases and management information systems.	✓		Application/Interview
Experience of making up stock solutions at different molarities, following COSHH guidelines.	✓		Application/Interview
Skills and Knowledge			
Excellent administrative and organisational skills	✓		Application/Interview
Articulate and well-developed written and oral skills.	✓		Application/Interview
Excellent Computer skills, including knowledge of Microsoft Word, Excel and email.	✓		Application/Interview
Knowledge of Health & Safety aspects of storage, use and disposal of hazardous chemicals.	✓		Application/Interview
Ability to construct and modify laboratory apparatus.	✓		Application/Interview
Knowledge of stock maintenance and keeping inventory.	✓		Application/Interview
Confidence in setting up practical demonstrations	✓		Application/Interview
Education and Qualifications			
Good Standard of Education	✓		Application
Minimum Level 2 qualification in numeracy and literacy (i.e. GCSE Maths and English at grade c or above) or able to demonstrate level of ability.	✓		Application
Science qualification GCSE/A Level/Degree	✓		Application
Successfully completed or working towards a relevant degree		✓	Application
Attitude and Personal Qualities			
Accuracy and attention to detail	✓		Application/Interview/References
Ability to work independently and as part of a team	✓		Application/Interview/References
Confidence in your abilities to deal with problems as they arise in a professional manner.	✓		Application/Interview/References
Ability to multi-task, work under pressure and meet deadlines	✓		Application/Interview/References
A proactive approach and willingness to contribute to departmental improvements	✓		Application/Interview/References
Good Interpersonal skills and ability to establish and maintain good working relationships with others.	✓		Application/Interview/References
Patience and ability to remain calm	✓		Application/Interview/References
Suitability to work with children	✓		Enhanced DBS clearance/References
Commitment to equality of opportunity and anti-discriminatory practice.	✓		Application/Interview
Sensitivity to community issues	✓		Application/Interview
An enthusiastic and flexible approach to working routines and practices	✓		Application/Interview/References
Empathy with the 16-19 year age group and the provision of a quality service for young people	✓		Application/Interview

How To Apply

To apply, please click [here](#).

Additional Reasons to Join Us:

- Automatic enrolment into a Pension Scheme
- Cycle to work schemes available
- Various health and wellbeing benefits (including on site gym membership at Oldham Sixth Form College and The Hathershaw College)
- Free on-site parking
- Excellent opportunities for CPD and career development
- Please see our Join The Pinnacle Learning Trust Booklet for more reasons to work for the Pinnacle Learning Trust.

Commitment to Safeguarding

The Pinnacle Learning Trust is committed to safeguarding and protecting the welfare of children and young people and expects all staff, governors and volunteers to share this commitment. Applicants must be willing to undergo pre-employment checks. Safer recruitment practice and pre-employment checks will be undertaken before any appointment is confirmed. This post is subject to an enhanced Disclosure and Barring Service (DBS) check. The Pinnacle Learning Trust is an Equal Opportunities Employer and welcomes applications from underrepresented groups and ethnic minorities.

“Educational organisations can often have a culture that is somewhat bureaucratic and punitive, but our trust isn’t like that. We have a human side, which we show in abundance, and we really support each other. Things like behaviour management, for example, are a team effort - no-one is just left on their own.”

Rebekah Sutcliffe, Trustee and former senior police officer and director in local government

PROUD
TO BE
PART OF





THE
Pinnacle
LEARNING TRUST

**To find out
more or to
apply:**

pinnaclelearningtrust.org.uk
hr@pinnaclelearningtrust.org.uk

0161 287 8001



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