

## **LABORATORY TECHNICIAN**

### **JOB DESCRIPTION**

The post holder will be required to:

1. Take part in daily laboratory routines as directed by the Senior Laboratory Technician.
2. Liaise with science teaching staff and support staff as appropriate.
3. Participate in the system of arranging class practicals and extra-curricular activities for science by preparing science materials, equipment and chemicals and by contributing to risk assessment as required.
4. Store chemicals, equipment, plants and other resources safely.
5. Ensure that the science rooms and equipment are kept clean and tidy and that all health and safety regulations are met.
6. Attend department meetings as required.
7. Participate in training as required and share good practice.
8. Carry out administrative tasks relevant to the work of the science department as required, including copying and filing resources and organising letters home to parents.
9. Carry out any other reasonable task as directed by the Headteacher.

## PERSON SPECIFICATION

Experience	
<ul style="list-style-type: none"><li>• Experience of working on own initiative and able to meet deadlines</li></ul>	Essential
<ul style="list-style-type: none"><li>• Experience of working as a science/laboratory technician</li></ul>	Desirable
Abilities and aptitudes	
<ul style="list-style-type: none"><li>• Flexibility and ability to work as part of a team or independently when required</li></ul>	Essential
<ul style="list-style-type: none"><li>• Ability to help and support science teachers in the classroom</li></ul>	Essential
<ul style="list-style-type: none"><li>• Good standard of literacy, numeracy and ICT, including basic administrative skills</li></ul>	Essential
<ul style="list-style-type: none"><li>• Competence and confidence in using or learning to use science equipment</li></ul>	Desirable
<ul style="list-style-type: none"><li>• Ability to prepare material, practicals and teaching resources</li></ul>	Desirable
<ul style="list-style-type: none"><li>• Ability to communicate effectively at all levels and relate positively to staff and students</li></ul>	Essential
Education	
<ul style="list-style-type: none"><li>• Good standard of education</li></ul>	Essential
<ul style="list-style-type: none"><li>• Relevant post-16 science qualification</li></ul>	Desirable