



Science Technician

Queen Elizabeth's Grammar School

Maternity Cover

22.2 hours per week, 40 weeks per year

Scale 3 £21,575 - £21,968 FTE (£11,216 - £11,420 Pro rata)

QEGSMAT are seeking to appoint a Science Technician to join our hardworking and high achieving team in the Science Department at Queen Elizabeth's Grammar School, Ashbourne Academy. We are looking for the successful candidate to start as soon as possible.

Nestled in the picturesque Derbyshire Dales in the idyllic town of Ashbourne, Queen Elizabeth's Grammar School, Ashbourne Academy is an academic and vibrant rural comprehensive school with a very successful Sixth Form.

Queen Elizabeth's Grammar School is a proud member of QEGSMAT. The Trust's values are for students to 'Question, Explore; Give; and Succeed'. Our exceptional staff, strong leadership, motivated children, as well as excellent facilities, provide the successful formula for this.

At QEGSMAT we believe and promote that exceptional workforce creates exceptional results; they transform lives and transform futures. We support every pupil to achieve their full potential and become a confident, resilient, and compassionate individual who can make a positive contribution to society.

Why work for us?

- Continual access to CPD opportunities. QEGSMAT works with a large number of organisations to develop staff to fulfil their aspirations and potential. We are committed to providing first-rate training and development to all our staff within this evolving Trust.
- We are committed to promoting equality, challenging discrimination, and developing community cohesion. We welcome applications from all sections of the community.
- All staff have access to our Employee Assistance Programme which provides confidential, independent and unbiased information and guidance 24/7. This can also include bespoke counselling sessions for staff if needed.
- All roles are subject to nationally agreed terms and conditions of service.
- Access to the Local Government Pension Scheme (LGPS) with employer contributions of 23.68% for support staff.
- Family-friendly policies.
- Access to Flu Vaccines.
- Opportunity to work flexibly.

QEGSMAT is also committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. It is a criminal offence to engage or seek to engage in regulated activity or regulated work with children, if you appear on the DBS barred list. All appointments are subject to an Enhanced DBS check and be eligible to work in the UK.

Further information about our commitment to Safeguarding can be found -

<https://www.qegsmat.com/documents/safeguarding>

Please be aware, the School/Trust may also consider performing an online presence check as part of their pre-employment checks.

If you are interested and wish to have an informal conversation to discuss the role or would like to visit the school, we would be happy to arrange this. Please call Natalie Jones on 01335 343685. Further details about our school can be found on our website: <https://www.queenelizabeths.derbyshire.sch.uk/>

To apply for this position, please visit our Trust Website (<https://www.qegsmat.com/current-vacancies/>) where you can apply via TES.

Closing date for applications: 3rd March 2023, 9am

Interview date: 9th March 2023

Salary: Scale 3 £21,575 - £21,968 FTE (£11,216 - £11,420 Pro rata)

Potential Start date: ASAP



JOB DESCRIPTION – Science Technician

Post Title:	Science Technician
Reporting to:	Senior Science Technician
Scale:	Scale 3 £21,575 - £21,968 FTE (£11,216 - £11,420 Pro rata)
Disclosure Level:	Child Workforce - Enhanced, Childs Barred list

PURPOSE OF THE POST:

Purpose:

Contribute towards effective teaching and learning by providing technical support to the Science Department.

Other considerations:

It will be necessary to work with information technology and associated systems in accordance with school policies;

All staff are expected to be flexible to ensure the most effective organisation and delivery of learning.

Main Duties

- Prepare materials and set up equipment, ensuring that it works satisfactorily for Science classes;
- Assist teaching staff, as required, with class practical work;
- Clean glassware and other equipment;
- Put away equipment and materials, disposing of used materials and chemicals in a safe manner and to maintain hygiene (including cleaning of sinks) and safety standards in laboratory and preparation areas;
- Operate a safe and secure system for the storage of equipment and materials, ensuring they are readily accessible;
- Observe safe working practice in accordance with the school's Health and Safety Policy and COSHH guidelines;
- Monitor levels of stock, assist with regular checks as required, and to order new stocks, ensuring best value, and to check deliveries;
- Manage the department's inventory of equipment and materials and place orders on the system;
- Assist in maintaining appropriate records, statistics and filing systems;

- Maintain apparatus and equipment in good working order and to organise repairs or specific maintenance;
- Assist teaching staff with the general running of practical work sessions in a support capacity;
- Liaise with teaching staff to develop new practical ideas and advise on schemes of work;
- Advise teaching staff on potential problems with equipment;
- Ensure the laboratory environment is clean, safe and orderly at all times;
- Prepare display materials as requested and maintain interesting and stimulating displays in laboratory areas.

METHODS OF WORKING

The post holder must:

- Maintain confidentiality and observe data protection and associated guidelines where appropriate;
- Maintain an awareness of Safeguarding Children;
- Understand and comply with the academy's Health and Safety Policy in the performance of their duties and responsibilities;
- Carry out the duties of the post in compliance with the academy's Equal Opportunities Policy;
- Understand and comply with all other relevant academy policies;
- Take an active part in appraising their own work against agreed priorities and targets in accordance with the academy's professional development and supervision arrangements;
- Undertake any necessary training associated with the duties of the post;
- Carry out any other reasonable duties and responsibilities within the overall function, commensurate with the grading and level of responsibilities of the post.



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Person Specification

	Essential	Desirable
SKILLS	<p>Systematic and practical with strong organisational skills</p> <p>Effective communication skills</p> <p>Ability to work as part of a team or independently</p> <p>Ability to work with diverse groups</p>	
KNOWLEDGE	<p>Health & Safety Procedures within a Science Laboratory environment</p> <p>Understanding of COSHH & CLEAPPS regulations</p>	
EXPERIENCE	<p>Experience of working in a Science Laboratory environment</p> <p>Experience in working with chemicals and scientific equipment</p>	<p>Experience of record keeping and stock control</p>
QUALIFICATIONS	<p>5 GCSE's grade C or equivalent with a least one in a science subject</p> <p>Good numeracy, literacy and ICT skills</p>	<p>Recognised relevant qualifications</p> <p>First Aid</p>

QUALITIES	Flexible, innovative and willing to embrace new ideas Enthusiastic and self-motivated Willing to develop through appropriate CPD opportunities Ability to develop and maintain effective working relationships within differing contexts	
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PRINT NAME _____

SIGNATURE _____

DATE _____