

Bishop Stopford School

faith | justice | responsibility | truth | compassion

PERSON SPECIFICATION

Science Technician

Attributes	Essential	Desirable
<i>Qualifications</i>	Equivalent of GCSE Maths and English	

Skills and abilities

<i>Skills</i>	<ul style="list-style-type: none">• The skills, knowledge and understanding necessary to lead in the specified areas of the job description• A very good administrator	<ul style="list-style-type: none">• Experience of working in a scientific environment
<i>Communication Skills</i>	<ul style="list-style-type: none">• Committed to working co-operatively with staff, students and management, able to communicate sensitively, and effectively with them.	
<i>Administrative Skills</i>	<ul style="list-style-type: none">• Ability to work within tight deadlines• Ability to prioritise• Attention to detail and accuracy	
<i>ICT Skills</i>	<ul style="list-style-type: none">• A highly competent user of ICT	
<i>Interpersonal Skills</i>	<ul style="list-style-type: none">• Ability to work in a team, accept delegated responsibility.• Ability to form good working relationships with colleagues, young people and professionals outside the organisation• Sense of humour	<ul style="list-style-type: none">• Experience of contributing to whole organisation decision making

Personal Characteristics

<i>Professional Development</i>	<ul style="list-style-type: none"> • Committed to own continuing professional development 	<ul style="list-style-type: none"> • Experience of leading continuing professional development
<i>Self ethos</i>	<ul style="list-style-type: none"> • Well motivated and prepared to work hard using own initiative • Striving for excellence in all areas • Excellent organisation, prioritisation and time management skills 	
<i>School ethos</i>	<ul style="list-style-type: none"> • Fully supportive of the aims and ethos of a school providing a Christian education 	<ul style="list-style-type: none"> • Commitment to a faith
<i>Equal Opportunities</i>	<ul style="list-style-type: none"> • Have regard to providing equality of opportunity for all 	
<i>Health and Safety</i>	<ul style="list-style-type: none"> • Understanding the importance of Health and Safety issues in and around the site 	

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