

Job Specification: School Technician (Science)

Job Title:		School Technician (Science)
Position Type :	Grade	Grade 4 (SCP 15-19)
	Hours	Full time. 8.30 a.m. to 4.30 p.m. (4.00 on Friday) with a half hour lunch break
	Postholder	
	Contract Status	Permanent
Responsible to:		Head of Science, Senior Laboratory Technician
JOB DESCRIPTION		
<p>Job Purpose: The School Technician (Science) is principally responsible for maintaining a safe working environment in the Science laboratories.</p>		
<p>Main Duties:</p> <ul style="list-style-type: none"> To supply the requisitions of an assigned group of Science teachers, including preparation of solutions, equipment and stock chemicals. To keep all teaching laboratories in a clean, tidy and serviceable condition. To be aware of health and safety issues. (COSHH, Risk Assessment, Electrical Safety etc.) To assist in the storage/moving of scientific stock. To keep the laboratories stocked with clean glassware and collect/clean soiled glassware as required. To clean sinks/waste traps periodically as required. To trial experiments (including required practical work) at the request of the Head of Science or designated Head of subject. To maintain the stock within their designated area and inform the Head of Science of any purchasing to replenish stocks. Any other reasonable duties commensurate with the general nature and level of the post 		
<ol style="list-style-type: none"> The details set out above describe the main duties and responsibilities relating to the post. They do not, however, specify every item in detail nor the particular amount of time to be spent on carrying them out. This job description is subject to annual review and may be subject to amendment following consultation with the post holder. 		