

PERSON SPECIFICATION

E= Essential, D = Desirable

| | E | D |
|---|---|---|
| Skills/Abilities | | |
| Able to organise own workload and activities to deadline and quality standards | ✓ | |
| Able to develop original techniques, methods and solutions | ✓ | |
| A team player able to work effectively in a team, understanding the strengths and weakness of others to help team development | ✓ | |
| Ability to set targets and monitor progress | ✓ | |
| Able to contribute to wider school management, administration and initiatives | ✓ | |
| Good communication skills, able to clarify and explain instructions clearly | ✓ | |
| Able to communicate and build positive relationships with pupils, staff, parents/carers and other stakeholders | ✓ | |
| The ability to support, motivate, encourage and understand pupils maintaining an appropriately professional and detached relationship | ✓ | |
| Professionally discrete and able to respect confidentiality in particular areas | ✓ | |
| Effective use of ICT including Microsoft Windows, Google and Microsoft Office. | ✓ | |
| Sufficient technical skills to be able to perform routine maintenance and minor repairs to scientific equipment | | ✓ |
| Knowledge and Understanding | | |
| Knowledge of the education system | ✓ | |
| Some knowledge of the Children Act and education legislation | | ✓ |
| Knowledge of relevant health and safety legislation (e.g. COSHH) | | ✓ |
| Experience | | |
| Experience of working in a science laboratory | ✓ | |
| Experience in an educational setting | | ✓ |
| Qualifications | | |
| GCSEs in maths and science at grade C/4 or above, or equivalent | ✓ | |
| Education equivalent to A-level standard (level 3) | ✓ | |
| Other higher academic or vocational qualifications of a science based nature | | ✓ |
| Current first aid qualification (or willingness to be trained) | ✓ | |
| Other qualifications relevant to the post | | ✓ |
| Evidence of recent in-service training | | ✓ |
| | | |

| Attributes | | |
|---|---|--|
| Commitment to an ethos of high standards, personal fulfilment, academic success and to improving the life chances of young people | ✓ | |
| A pro-active approach to dealing with issues | ✓ | |
| The ability to remain calm under pressure | ✓ | |
| The ability to handle conflict or sensitive situations with tact and understanding | ✓ | |
| A positive attitude and the desire to work in a school environment | ✓ | |
| Discretion and diplomacy | ✓ | |