

Science Technician Job Description

Under the (overall) control of the Senior Science Technician, to coordinate the use of practical resources and facilities and provide assistance and advice in meeting the practical needs of the science curriculum, including liaising with teaching staff and support staff outside the department.

Core activities

- Making up solutions.
- Preparation of resources, assembling apparatus.
- Delivering equipment to rooms.
- Collecting, checking and returning equipment to stores.
- Taking care of laboratory equipment and apparatus.
- Carrying out and arranging for maintenance and repair of resources.
- Constructing and modifying apparatus.
- General laboratory cleaning (bench surfaces and fixed equipment).
- Cleaning laboratory sinks, emptying / supervising the emptying of sink traps.
- Organising and storing chemicals and equipment.
- To support the Senior Science Technician in ensuring the availability of suitable materials and equipment, helping to compile orders and liaising or negotiating with suppliers and finance department.
- Keeping up-to-date stock records.
- Stocktaking chemicals and/or equipment.
- Disposing of waste materials.
- Setting up and caring for plant and animal collections.
- Trialling practical activities.
- Carrying out risk assessments for technician activities.
- Providing technical support to experienced and trainee teachers including health & safety guidance.
- Providing technical support to students / pupils including health & safety guidance.
- Assisting in practical classes.
- Carrying out demonstrations.
- Keeping up to date with developments in practical science.
- Keeping up to date with health & safety requirements.
- Carrying out health & safety checks on laboratories, prep rooms and stores.
- Carrying out safety checks, which may include electrical equipment, fume cupboards, first-aid kits, pressure vessels and the condition of Bunsen burner tubing, eye protection, glassware, and chemicals that deteriorate.
- Whole-school first-aid provision
- Holiday work includes: safety checks, replenishing stocks in laboratories, cleaning, stock checks, maintenance of equipment and forward planning.
- Any other reasonable duties as required by the Principal.