

BROMSGROVE SCHOOL

SCIENCE TECHNICIAN

We seek an enthused and organised colleague to join our team of Technicians to work in this well resourced large and busy School.

Closing date for all applications 19th November 2024

The School is committed to safeguarding and promoting the welfare of children and young people. Applicants must be willing to undergo child protection screening including checks with past employers and the DBS.

JOB DESCRIPTION

Science Technician

Line Manager:	Head of Biology through to the Head of Science
Hours of Work:	20 hours per week during term time plus a further 10 days (pro-rata) during school holiday periods to ensure the Department is always prepared and maintained. Part-time role could be considered.
Salary:	£ 13.50 per hour
Holidays:	School holiday periods with the exception of those periods of time mentioned in hours of work. The paid entitlement is 6.4 weeks.
Sick Pay:	During the probationary period Nil During the first year, two weeks of full pay During second year, six weeks of full pay During years 3-5, eight weeks of full pay During years 6-10, ten weeks of full pay During year 11 and thereafter 12 weeks of full pay
Pension Scheme:	A contributory pension scheme of 7% is available.
Other Benefits:	Free lunch provided daily, Free car parking

GENERAL

Working with the Science Department to ensure that practical classroom sessions are effectively delivered in accordance with the requirements of the Head of Department following safe working practices throughout.

CORE ACTIVITIES

- Preparing, setting out, making up solutions and assembling apparatus, delivering equipment to rooms, clearing away apparatus and chemicals.
- Ordering and managing textbooks, digital platforms ICT and audio-visual resources for classes.

- Collecting, checking and returning equipment to the prep room, taking care of laboratory equipment and apparatus.
- Carrying out and arranging for maintenance and repair of resources. Constructing and modifying apparatus.
- Preparing experiments, trailing practical activities, assisting in practical classes, carrying out demonstrations for classes, open mornings /days and other events.
- In liaison with teaching staff ensuring that practical sessions are prepared in accordance with the curriculum needs and to provide support during practical lessons when needed.
- Servicing the laboratories and other practical areas in the science departments maintaining class sets of equipment kept in each laboratory and including on call attention to hazardous spills, broken glassware etc.
- General prep room and laboratory cleaning (bench surfaces and fixed equipment), sinks, emptying supervising the emptying of sink traps.
- Preparing the requirements of individual coursework projects and or practical examinations.
- To share and assist in the care of animals, plants and greenhouse within the Department.
- Checking stock and re-ordering as necessary, maintain inventories and records, including an accurate record of stocks of chemicals. Stocktaking chemicals and/or equipment. Obtaining materials by local purchase and disposing of waste materials.
- To assist in the provision of photocopied material as requested by the teaching staff.
- Following safety procedures within the relevant guidance and keeping up to date e.g. through CLEAPSS and COSHH literature and advice.
- Carrying out risk assessments for technician activities. Providing technical support to experienced / trainee teachers including health & safety guidance and providing technical support to students / pupils including health & safety guidance.
- To carry out regular safety checks on apparatus, 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, first-aid kits, pressure vessels and the condition of Bunsen burner tubing, eye protection, glassware, and chemicals that deteriorate.
- Keeping up to date with developments in practical science and take part in the current appraisal arrangements.

This job description is not necessarily a comprehensive definition of the role and the job holder maybe directed to undertake other duties which may be reasonably given to them by the Head of Science from time to time. It may be reviewed annually or earlier if necessary and may be subject to modification or amendment at any time after consultation with the post holder.

PERSON SPECIFICATION

Experience and Qualifications	Essential	Desirable
Previous laboratory experience	*	
Relevant scientific background	*	
Skills, Knowledge, Abilities		
Good organisational skills	*	
Ability to meet deadlines	*	
Teamworker	*	
Good communication skills	*	
Attention to detail	*	
ICT skills	*	
Personal		
Friendly and Approachable	*	
Flexible approach to work	*	

HOW TO APPLY

Please complete the online application form.

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