

Job Description

Job Title	Science Technician
Department	Science
Reporting to:	Lead Teacher of Science
Main Purpose of the role	
To provide high quality technical support to the Science team for Chemistry, Biology and Physics.	
Key Tasks / responsibilities:	
<ul style="list-style-type: none"> • To ensure the laboratories and tools are safe in accordance with Health and Safety Regulations. • To ensure the safe storage and use of chemicals and other materials in accordance with current Health and Safety Regulations and good practice. • To set up the laboratories on a daily basis in preparation for forthcoming classes, supplying equipment and material as requested by teachers. • To devise, trial out and prepare demonstrations and practical work as requested by teachers. • To maintain laboratories and preparation rooms to a high standard. • To maintain an inventory of assets. • To order goods as appropriate and undertake stock-takes for the department. • To effect repairs to practical equipment where possible and arrange regular equipment servicing. • To advise Lead Teacher with regard to any defects in the fixtures, fitting and equipment. • To assist staff in practical sessions where required. • To support appropriate practical examinations by carrying out thorough checks on all instructions, prepare resources and help supervise for practical examinations. • To maintain risk assessments for all materials and equipment and assist staff with writing risk assessments for all practical work and open days. • To attend appropriate meetings. • To participate in performance management and Professional Development activities. • Any other duties commensurate with the grade of this post. 	
Role Dimensions	
<ul style="list-style-type: none"> • Courses currently delivered in the department are: A Levels in Chemistry and Physics, BTEC Applied science, GCSE Biology, Chemistry and Physics, and GCSE Additional Science. • There is one preparation room covering all sciences. • There are three laboratories with one specialist Chemistry lab, one specialist Biology lab, and a specialist Physics lab. 	

Key Interfaces					
<ul style="list-style-type: none"> This role is primarily for the Science team but may be asked to fulfil requests from other teaching staff. 					
Measurable Performance Standards for this role					
<ul style="list-style-type: none"> Able to provide up to date detailed information on equipment and material including repair/replacement programme. Risk assessment organised, easily accessible, regularly reviewed and up to date. Equipment repaired/serviced externally in a timely manner to not hinder the delivery of practical work. Laboratories and preparation rooms tidy, clean, organised and well stocked 					
Critical Competencies					
<ul style="list-style-type: none"> Technical skills, including a good understanding of practical requirements at KS4 and KS5 Works well in a team Enthusiastic Problem solving Takes initiative 					
Experience / Skills					
<ul style="list-style-type: none"> A levels or equivalent in scientific subjects (Essential Qualification) HND or Degree in scientific subject (Desirable Qualification) Enthusiasm for technology, problem solving and helping people (Essential Skills) Excellent technological skills (Essential Skills) Good organisational skills (Essential Skills) Ability to create effective working relationships (Essential Skills) You should be able to relate well to 14-19 year olds and adults (Essential Skills) Technician role in industry or education (Essential Skills) Knowledge of basic quantitative chemistry (Desirable Skills) Health & Safety risk assessments (Desirable Skills) 					
Level of Disclosure and Barring (DBS) disclosure required					
'Enhanced Plus' (with barred list checks)					
Author and Date					
Louise Davies 12/01/2022					
Job Evaluation (for HR Completion)					
Score		Profile		Level	

As the needs of the UTC change, so the above job profile, duties and location of the role within the UTC may be adjusted accordingly.

Where an employee indicates a disability, every effort will be made to make reasonable adjustments. If, however, a certain task proves to be unachievable, job redesign will be given full consideration.

Person Specification

Science Technician

Criteria	Essential	Desirable	Assessed by
Qualifications and attainments			
A-levels or equivalent in scientific subjects	✓		Application form
HND or Degree in scientific subject		✓	Application form
GCSE in English and Maths (or equivalent)	✓		Application form
Experience and knowledge			
Experience of working in a laboratory or education setting		✓	Application form/ interview
Proficient user of software including Word and Excel (or equivalent)	✓		Interview
Knowledge of basic quantitative chemistry		✓	Interview
Experience of carrying out Health and Safety Risk Assessments		✓	Application form/ interview
Skills and abilities			
Enthusiasm for technology, problem solving and helping people	✓		Interview
Excellent technological skills	✓		Interview
Excellent administration skills	✓		Interview

Criteria	Essential	Desirable	Assessed by
Good organisational and time-management skills	✓		Interview
Ability to create effective working relationships	✓		Interview
Essential Trust Attributes			
Initiative: Demonstrating the willingness and ability to use initiative – whether that means deciding on necessary action and following it through - or suggesting ways to work in a better way.	✓		Application form/ interview
Influencing skills: The ability to persuade others.	✓		Application form/ interview
Interpersonal Skills: The ability to communicate and interact with other people in a way that promotes cooperative relationships.	✓		Application form/ interview
Teamwork: The willingness and ability to collaborate and work closely with colleagues in a mutually supportive manner.	✓		Application form/ interview