



CHESSINGTON
SCHOOL



Senior Science Technician

Permanent, term time only
Working Hours: 30 hours per week
Salary: Grade E (£24,243-£26,985) pro-rated

Everyone valued • Every day an opportunity • Every moment focused on success

Senior Science Technician

We are looking for an enthusiastic and highly motivated individual to join our friendly Science Department. The successful candidate will have the opportunity to work in our purpose built labs, supporting the smooth running of the department. The role will include preparing resources required for science lessons, supporting teachers and students during practical activities, ensuring both chemical stock levels and equipment conditions are maintained, whilst complying with all Health and Safety requirements.

Ideal candidates will:

Have experience working in a school laboratory environment

- Have excellent scientific and technical knowledge.
- Have a practical approach with excellent planning and organisational skills.
- Be able to multitask and manage their work well under strict deadlines.
- Have good interpersonal and communication skills.
- Be able to work effectively as part of a team, to deliver an exciting science curriculum.
- Have the ability to work on their own initiative and plan work appropriately.
- Have knowledge of health and safety legislation and COSHH regulations.
- Have a high level of literacy, numeracy and ICT skills.

The successful candidate:

- will **champion** all of our young people
- is **passionate** about the importance of education for all children
- **refuses to accept** that disadvantage or SEND should limit ambition or potential
- is consistently an **outstanding practitioner** with a positive work ethic
- is **student centred** and progress focused
- stays **solution based**
- is **reflective**, with a constant drive to improve
- is a **versatile** professional who is flexible in their operational and strategic outlook

Why work at Chessington:

- Our students are wonderful. They love the school, their teachers and learning.
- £30 million state of the art modern facilities in an Ofsted rated 'Good' school
- Fantastic support from line managers and SLT who genuinely want to see you succeed and thrive.
- Excellent opportunities for career progression and professional development in a successful family of schools within the Every Child Every Day Trust
- A school dedicated to well-being. Increased length of October Half Term, workload reducing feedback strategies, free gym membership, onsite childcare and more.



Here's what our staff say:

"I have been at this school for 9 years and I love it! It gets better and better each year without losing the supportive and caring environment"

"I am in my NQT year. The CPD, support and commitment I get has been overwhelming. I made the right choice"

"This is the best school I have ever worked at"

Interview date: Interviews will be held when suitable applications are received. We reserved the right to withdraw the advert if suitable candidates are found.

This job description reflects the major tasks to be carried out by the post holder and identifies a level of responsibility at which they will be required to work. In the interests of effective working, the major tasks may be reviewed from time to time to reflect changing needs and circumstances. Such reviews and any consequential changes will be carried out in consultation with the post holder.

The Governing Body are committed to safeguarding and promoting the welfare of children and young persons and the Headteacher must ensure that the highest priority is given to following the guidance and regulations to safeguard children and young people. The successful candidate will be required to undergo an Enhanced Disclosure from the DBS.

Job Description

Responsibilities

- To lead and manage the work of the Science Department's technician service, working within the Health and Safety guidelines of CLEAPSS and HSE.
- Organising the technician service to the Science Department, including setting up systems for the co-ordination of lessons and orders. Identification of lesson clashes, equipment not available and advance preparation. Informing the teaching staff of any problems.
- Carrying out risk assessments for technician activities and assisting teaching staff with risk assessments for class based activities.
- The preparation and setting up of materials and equipment as required for practical lessons. Clearing away and cleaning equipment, surfaces and apparatus after use. Checking equipment before and after use.
- Ensuring that the storage of equipment, apparatus and materials (including chemicals) is appropriate and in accordance with statutory requirements.
- Liaising with teaching staff in the development of apparatus and equipment for use in practical activities, including the construction and modification of equipment and trialling procedures.
- Carrying out or arranging for the maintenance and repair of apparatus and equipment.
- The safe treatment and disposal of waste laboratory materials and responding to potential hazards, in accordance with health and safety requirements.
- Setting up and maintaining science department resources such as mobile technology, sensors and data logging equipment. Assisting teaching staff and pupils in the use of this equipment.
- Placing and following up orders, checking deliveries and liaising with the school finance office as appropriate. Ensuring that appropriate stock levels of apparatus, materials and chemicals are maintained. Keeping stock records and carrying out stock checks.
- Collaboration with the Head of Science to manage the departmental budget.
- Ensuring that adhoc local purchases for the department are made when required.
- Liaison with premises staff regarding lab utilities including gas supply, fume cupboards and pressure vessels.
- Liaison with CLEAPSS regarding safety issues.
- Arranging technical assistance in lessons as requested by teaching staff. Providing support in class for pupils and preparation of resources during visits, revision days and open evenings.
- Supporting extra-curricular activities in science, including supervision of groups of pupils inside and outside the classroom.
- Participating in the recruitment of technician staff, as required. Inducting new technicians.
- Attending relevant science meetings and training as required.
- Other tasks which may be required by the Science Department, including administrative tasks.

Personal Specification

Qualifications	Essential or Desirable	Evidence Source
Educated to GCSE level or above	Essential	A, C
First Aid Certificate	Essential	A
Further relevant professional qualifications	Desirable	A, C
Experience and Knowledge	Essential or Desirable	Evidence Source
Experience or working in an educational establishment within the Science area and preparing resources for practical lessons	Essential	A,I,R
A thorough knowledge of safe handling of laboratory materials	Essential	
Experience of working with students within an education setting	Essential	A, I, R
General understanding of the operation of a school environment	Desirable	A, I
Knowledge and understanding of safeguarding and child protection procedures	Desirable	A, I
An understanding of health, safety and welfare, including COSHH	Essential	A, I
Working knowledge of Microsoft Office packages (e.g Word, Excel, Powerpoint, Outlook) or similar	Essential	A, I
Basic understanding of procedures and legislation relating to confidentiality, in particular GDPR	Desirable	A, I
Experience of managing a team of effective delegation	Desirable	A, I
Communication Skills	Essential or Desirable	Evidence Source
Ability to complete forms, letters and technical reports	Essential	A, I, R
Ability to exchange verbal information clearly with students and staff	Essential	A, I, R
Demonstrate a positive attitude to working with challenging students whilst implementing the school's behaviour management policy	Desirable	A, I, R
Understand the importance of physical and emotional wellbeing	Essential	A, I, R
Effective listening skills	Essential	

Personal Attributes	Essential or Desirable	Evidence Source
Ability to be proactive and use own initiative	Essential	A, I
Ability to work accurately with attention to details	Essential	A, I
Prioritise, plan and organise own workload and that of others	Essential	A, I
Excellent organisation skills to ensure work is effectively managed to meet tight deadlines/ timescales	Essential	A, I
Ability to work efficiently and effectively under pressure and remain calm	Essential	A, I
Flexible and adaptable attitude to work, colleagues and management	Essential	A, I
Ability to establish rapport and to maintain respectful and trusting relationships	Essential	A, I
Demonstrate personal and professional integrity, including modelling values and vision	Essential	A, I
Be aware of own strengths and areas for development and listen to, and reflect constructively and act upon as appropriate feedback from others	Essential	A, I

A – Application form/process

I – Interview process

R – References

C – Certificates

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