



JOB DESCRIPTION: SCIENCE TECHNICIAN (CHEMISTRY)

LINE MANAGED BY: Senior Science Technician

DATE: September 2022

PAY RANGE: AHS Pay Range 2

JOB PURPOSE

To promote the aims of the school, as expressed in the School Statement.

To support the work of the Science team by providing appropriate resources and promoting safe and effective ways of working.

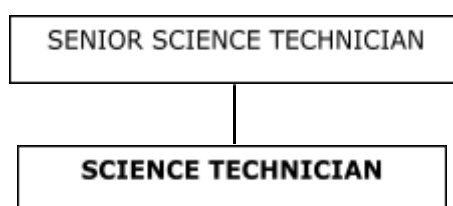
DIMENSIONS

Part-time (15 hours/week), 38 weeks in term time plus 2 INSET days. In total, 39 weeks per annum.

PERFORMANCE STANDARDS

The work of the Science Technician will be judged against this job description and any targets set as part of the appraisal process. Post holders will be expected to undertake appropriate Continuing Professional Development activities, as required.

ORGANISATION CHART



PRINCIPLE ACCOUNTABILITIES

- Assisting in whichever area of Science is appropriate to provide technical support to maximum effect.
- Finding out and following recommended safety procedures.
- Operating an efficient system for stocking, storing, transporting and distributing items used in laboratories.
- Assisting with the washing up and cleaning of glassware.
- Preparing and printing of textbooks, work books and assessments for use.
- The filing and storage of assessments and workbooks
- Regular safety checks by inspection and using test equipment.
- Assisting with stock checks, orders and deliveries.
- Use of IT to help with the smooth running of the Chemistry department.

Special Responsibilities

Co-ordinating the technical support by:

- Preparing materials for class experiments, demonstration or assessments.
- Setting up and testing certain experiments.
- Assisting in the classroom as required.
- Maintaining apparatus in good working order.
- Disposing safely of used chemicals.
- General tidiness of designated science laboratories.
- Liaising/assisting other members of the technician team as appropriate.

Additional Duties:

- Work with other members of the Curriculum Support Team to contribute to the school improvement plan.

Safeguarding

- An understanding of and commitment to the safeguarding requirements associated with such a role

Further Information

Communication skills will be key to this role, as it involves job sharing with the other Chemistry technician and working closely with the other three technicians. The post holder will work in all areas of the Science Department but mainly in the Chemistry Department.

You need to be organised and methodical, enthusiastic and adaptable; it is desirable but not essential that you have prior experience, as all necessary training will be given. However, a specialism in Chemistry is preferable.

The requirements of the post may vary from time to time without altering its essential nature or level of responsibility.

PERSON SPECIFICATION

- Good communication skills, especially in the spoken word, in order to liaise with members of the team and teachers.
- Ability to work carefully to existing procedures, but able to think creatively when required.
- Ability to juggle resources to meet often-changing circumstances and conflicting priorities, taking suitable decisions to deal with the situation.
- Ability to take responsibility for health & safety, equipment and stocks.
- Ability to prioritise work.
- Willingness to take on new skills and training.
- Excellent team working ability.
- Experience of working as part of a team.
- Good IT knowledge with standard software (word processing and email). Ability to work with spreadsheets.

Desirable Criteria

- A knowledge of Google, but full training will be given.
 - Experience of working in a science lab.
 - Experience of health & safety risk assessments.
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Qualifications required:

- GCSE to grade C (or equivalent) in English and Maths and a Science subject.
- An advanced qualification in Chemistry would be advantageous.

How to apply for the role

Applications can be:

- e-mailed to: hr@ahs.bucks.sch.uk or
- posted to: Giles Scoble, Headteacher, Aylesbury High School, Walton Road, Aylesbury, Bucks HP21 7SX

Closing date: Friday 30 September, 9.00 am

Interviews: Week commencing Monday 3 October

SAFEGUARDING STATEMENT

CVs alone cannot be accepted for safeguarding reasons

If you are shortlisted for this post, you will also be required to complete a self-disclosure form as part of the recruitment process; this will not be used for shortlisting purposes.

The School is committed to safeguarding and promoting the welfare of children and expects all staff to share this commitment. Our Safeguarding Statement is [here](#). The appointment will be subject to references, which are satisfactory for the advertised post, an enhanced DBS check with a Child Barred List check, identity checks, prohibition orders and qualification checks as appropriate.

AHS is an equal opportunities employer

We encourage early applications for all vacancies and reserve the right to close our vacancies at any time should the right candidates be found.
