



FULSTON MANOR ACADEMIES TRUST

POST:	SENIOR SCIENCE TECHNICIAN
REPORTS TO:	HEAD OF DEPARTMENT - SCIENCE
RESPONSIBLE TO:	HEAD OF DEPARTMENT - SCIENCE
HOURS:	37 HOURS PER WEEK: YEAR ROUND

We are seeking a highly skilled and experienced Senior Laboratory Technician with a strong background in foundational Science, including Physics, Biology and/or Chemistry. This is a busy position within the school requiring someone with a calm and professional disposition. You will need to be flexible, reliable and have a professional approach towards your work. The successful person will be required to keep on top of all aspects of running a laboratory including finance, ordering, staff training, Health and Safety, maintenance of stock and lead a team of technicians.

Responsibilities:

- Prepare, set up and maintain laboratory equipment and materials for practical applications, experiments and demonstrations
- To provide technical support and advice to staff and students in the Science department
- To ensure departmental compliance with health and safety in the laboratories at all times
- Collaborate with teaching staff to develop and implement the curriculum
- Ensure safe and proper use, storage and disposal of chemicals and other hazardous materials in accordance with established guidelines and regulations
- Manage the planning, organising and prioritising tasks to ensure smooth and efficient operation of the laboratory

- Supervise, mentor and provide ongoing training and guidance to all Science Laboratory technicians
- Continue your own professional development
- Maintain accurate and up to date records of laboratory activities, inventory and equipment maintenance
- Maintain the Science budget, place all orders and keep financial records

Specifically:

To meet the requirements of the teaching staff on a daily basis by:

- Preparing and clearing away equipment, chemicals, solutions etc. for practical lessons using correct disposal methods where needed
- Ensuring that the prep rooms and labs are clean and well organised at all times
- Maintaining stock levels within the Science department
- Trial practical lessons to contribute towards the curriculum requirements ensuring optimum performance of each practical lesson
- Assist students and staff during practical lessons
- Provide advice and training to staff to enhance their practical demonstration skills and add guidance for most effective student engagement in practical lessons
- Provide advice and assistance to staff on safe working practices and problems relating to health and safety, in particular on the use of apparatus and equipment
- Be involved with Open Days, primary school workshops and other events outside the as required
- Work across the different areas of Biology, Chemistry and Physics as demand dictates
- Have a knowledge of the relevant risk assessments and health and safety protocols
- Ensure that the strict health and safety working practices are observed at all times
- Photocopying and filing of materials
- Any other tasks as directed by the Executive Headteacher or Head of Department which fall into the scope of this post